

# COUNTY OF DINWIDDIE

Stewardship  
Teamwork  
Respect  
INTEGRITY  
Value-Added Customer Service  
Excellence



Planning Director  
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## OFFICE OF PLANNING AND ZONING

### SITE PLAN REVIEW APPLICATION

New Site Plan       Revision of Approved Site Plan

Project Name: \_\_\_\_\_

Project Address/Location: \_\_\_\_\_

Proposed Uses/Improvements to the Property: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tax Parcel #: \_\_\_\_\_ Zoning Classification: \_\_\_\_\_ Acreage: \_\_\_\_\_

Size of Existing Building(s): \_\_\_\_\_ Size of Proposed Building(s): \_\_\_\_\_

Number of Current Parking Spaces: \_\_\_\_\_ Number of Proposed Parking Spaces: \_\_\_\_\_

Size of Sign(s) Associated with Business: \_\_\_\_\_

*(Shall comply with Dinwiddie County Zoning Ordinance)*

Water:    Community System    Public Water    Well   Projected Water Usage \_\_\_\_\_ gallons/day

Sewer:    Community System    Public Sewer    Septic

### CONTACT INFORMATION

Owner Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Company: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**REQUIRED INFORMATION FOR APPLICATION**

The applicant must **INITIAL** next to each requirement and ensure that all information listed below is included in the site plan submittal.

- 1. **GENERAL.** Site plans were prepared by the Appropriate Authorize Design Professional licensed to practice in Virginia.
- 2. **NUMBER OF COPIES.** Five copies of the site plan must be submitted to the Planning Department for Review.
- 3. **CHECKLIST.** Site plan review checklists from VDOT, Dinwiddie County Water Authority, Dinwiddie Fire, and Dinwiddie Planning are included in the submittal packet.
- 4. **CALCULATIONS.** All stormwater calculations and any other calculations that are used to demonstrate that the site is designed to function as intended are included in the submittal packet.
- 5. **APPLICATIONS AND FEES.** The Site Plan Review Application, E&S Plan Review Application, and the appropriate fees are included in the submittal packet. All fees must be paid before any plan review can commence.

**REVIEW FEE**

Review Fee: **\$300.00**

Disturbed Acres: \_\_\_\_\_ X \$15.00 + \_\_\_\_\_

Total Fee: = \_\_\_\_\_

All information contained herein is true and complete to the best of my knowledge. I authorize you, the merchant, to initiate an electronic debit to my account for the amount rendered on this check plus the legal limit returned check fee if the item is dishonored. The use of a check for payment is my acceptance of this policy.

Applicant Name (print): \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

Property Owner Name (print)\*: \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner Signature\*: \_\_\_\_\_

***\*If the applicant is not the property owner, a signature from the property owner is required.***