

TOWN OF RICHLANDS
200 WASHINGTON SQUARE
RICHLANDS, VA 24641
PHONE (276) 964-2566 · FAX (276) 963-2889

UNIVERSAL ZONING PERMIT APPLICATION

Applicant Name _____ Phone Number _____

Business Name _____ Type of Business _____

Contact Person _____ Phone Number _____

Location of Business or Work Site _____ Tax Map Number _____

Mailing Address of Contractor or Business _____ E-mail Address _____

Contractor _____ Phone Number _____ Contractor License _____

Property Owner _____ Mailing Address _____

Owner Contact _____ Phone Number _____

Applicant is: Individual _____ Firm/Partnership _____ Corporation _____ Construction Cost _____

Request Permit to: Build a Structure ___ Remodel A Structure ___ Rewire A Structure ___ Remove A Structure ___ Place a Structure ___

Place a singlewide manufactured home for residential use _____ Place a doublewide manufactured home for residential use _____

Placement of a singlewide Manufactured Home on a private lot requires a conditional use permit from Town Council
*(Placement in a mobile home park or other rental property requires a rental agreement letter from the property owner or park manager) *

Use: Residential _____ Commercial _____ Outbuilding _____ Garage _____ Single Story _____ Multi Story _____

Existing _____ Build New _____ Remodel _____ Rewire _____ Plumb _____ Site plans _____ Construction plans _____

Description of Project: * (Site and Construction Plans Required for erection, placement, or additions) *

Structural Dimensions: Length _____ Width _____ Height above grade _____ Number of floors _____

Erect Sign: _____ Height _____ Length _____ Width _____ Type of Material _____ Power _____ From _____

Attachments _____

UTILITIES

Power _____ Provider _____ Load description _____

Water _____ Public _____ (Provider) _____ Private _____ Well _____ Other _____

Sewer _____ Public _____ (Provider) _____ Private _____ Septic _____ Other _____

* SITE AND PLAN DRAWINGS ARE REQUIRED FOR
ERECTION, PLACEMENT, CONSTRUCTION, RECONSTRUCTION, ALTERATION, OR ADDITIONS*
* COMPLETED APPLICATION IS REQUIRED FOR ISSUE OF PERMIT*

APPLICANT SIGNATURE _____ DATE _____

Permit is null and void if work is not begun within 30 days. Work must be completed within 6 months of issue of permit.