

MIDDLESEX COUNTY

Department of Planning and Community Development
P.O. Box 428, Saluda, VA 23149
Phone: 804-758-3382 Fax: 804-758-0061

CBPA EXCEPTION SUBMISSION REQUIREMENTS

In order to expedite the review of CBPA Exception applications, please be sure that all of the following items have been included in your CBPA Exception application. Please return this completed checklist with the application to assure that all items have been addressed. All CBPA Exception applications must adhere to the regulations found in the Middlesex County Zoning Ordinance.

- Completed CBPA Exception application.
- CBPA Exception application fee of \$400.
- A sketch of the site showing:
 - Property lines,
 - Streets and roads,
 - Well and sewage disposal systems or reserve drainfield sites,
 - Existing and proposed structures,
 - Water bodies,
 - Boundary of the Resource Protection Area,
 - Type and location of proposed best management practices to mitigate the proposed encroachment,
 - Type and location of proposed erosion and sedimentation control devices,
 - Location of existing vegetation onsite, including the number and type of trees and other vegetation to be removed in the buffer to accommodate the encroachment or modification.
- Any other information that the Zoning Administrator may reasonably determine to be necessary for the proper evaluation of the application.

As outlined in Article 4, Section 4A-15-C of the Ordinance, the Board of Zoning Appeals shall not approve the CBPA Exception unless the following criteria have been satisfied:

- Granting the exception will not confer upon the applicant any special privileges denied by this Article to other property owners in the Overlay District
- The exception is not based on conditions or circumstances that are self-created or self-imposed, nor does the request arise from conditions or circumstances either permitted or non-conforming that are related to adjacent parcels;
- The exception request is the minimum necessary to afford relief;
- The exception request will be in harmony with the purpose and intent of the Overlay District, not injurious to the neighborhood or otherwise detrimental to the public welfare, and is not of substantial detriment to water quality; and
- Reasonable and appropriate conditions are imposed which will prevent the exception request from causing a degradation of water quality as warranted, that will prevent the waiver from causing a degradation of water quality.

CERTIFICATION:

I hereby certify that the attached plans and this completed application form contain all the required information for a CBPA Exception in accordance with the Middlesex County Zoning Ordinance. I understand that the submission of incomplete or inaccurate information may delay the processing of this CBPA Exception.

Applicant's Signature



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CBPA EXCEPTION APPLICATION

Revised: 12/07/2018

This exception request is applicable for new encroachments into the 100-foot Resource Protection Area (RPA) buffer.

OFFICE USE ONLY

Application #:	_____	Application Fee:	<input type="checkbox"/>	\$400
Tax Query:	<input type="checkbox"/> Current	<input type="checkbox"/> Delinquent	Surety Amount: \$	_____
Reviewing Authority:	_____	Hearing Date:	_____	
Zoning Decision:	<input type="checkbox"/> Approval	<input type="checkbox"/> Denied	E & S Decision:	<input type="checkbox"/> Approval <input type="checkbox"/> Denied
Conditions/Comments:	_____ _____ _____			
_____	_____	_____		
Zoning Administrator Signature	Date	Expiration Date		

APPLICANT INFORMATION

Name: _____

Address: _____ City/State/Zip: _____

Phone: _____ Fax: _____

Email: _____

PROPERTY OWNER INFORMATION

Name: _____

Address: _____ City/State/Zip: _____

Phone: _____ Fax: _____

Email: _____

PROJECT INFORMATION

Parcel Number: _____ E911/Street Address: _____

Magisterial District: _____ Zoning District: _____

Existing Land Use: _____

EXCEPTION REQUEST

Please answer the following questions:

1. Distance of proposed development to the nearest RPA feature: _____
2. Describe the exception requested. _____

3. Explain why you must encroach into the Resource Protection Area 100-foot buffer. _____

4. Describe why you cannot make other arrangements to comply with the Zoning Ordinance without a CBPA Exception. _____

WATER QUALITY IMPACT ASSESSMENT

A. Total Lot Area (ft²): _____

B. Total Existing Impervious Surface (ft²): _____

Principal Structure(s) (i.e. Dwellings) (ft²): _____

Accessory Structure(s) (i.e. Sheds, Garages, Outbuildings, Pools) (ft²): _____

Driveway and Parking Areas (ft²): _____

Other: _____

C. Total Proposed Impervious Surface (ft²): _____

New Principal Structure(s) (ft²): _____

Expansion of Principal Structure(s) (ft²): _____

New Accessory Structure(s) (ft²): _____

Expansion of Accessory Structure(s) (ft²): _____

Driveway and Parking Areas (ft²): _____

Other: _____

D. Percent Existing Impervious Surface (B / A): _____

E. Percent Proposed Impervious Surface ((B + C) / A): _____

F. Impacts on Existing Vegetation:

Total Amount of Underbrush Removed (ft²): _____ Number of Healthy Trees Removed: _____

Number of Trees Limbed or Pruned: _____ Number of Dead/Dying/Diseased Trees Removed: _____

G. Proposed Erosion and Sedimentation Control Practices:

Silt Fencing Temporary Construction Entrance

Straw Bale Barrier(s) Inlet Protection

Temporary/Permanent Seeding Mulching

Tree Protection Sediment Trap

Other: _____

H. Proposed Mitigation Measures:

Number of New Trees Proposed: _____ Number of New Shrubs Proposed: _____

I. Proposed Best Management Practices:

Vegetated Filter Strip(s) Grass Swale(s)

Dry Well(s) Infiltration Trench(es)

Other: _____

SITE DRAWING

A site drawing, which shows the following, must be attached to this water quality impact assessment:

1. Location of the components of the RPA, including the 100-foot buffer area;
2. Location and nature of any proposed encroachment into the buffer area, including, type of paving material; areas of clearing or grading; location of any structures, drives, or other impervious cover; and sewage disposal systems or reserve drainfield sites;
3. Type and location of proposed best management practices to mitigate the proposed encroachment;
4. Type and location of proposed erosion and sedimentation control devices;
5. Location of existing vegetation onsite, including the number and type of trees and other vegetation to be removed in the buffer to accommodate the encroachment or modification; and
6. Type and location of replacement vegetation.

APPLICANT STATEMENT

I hereby certify that I have the authority to make the foregoing application, that the information given is complete and correct to the best of my knowledge, and that development and/or construction will conform with the regulations as set forth in the Middlesex County Zoning Ordinance as written and also with the description contained in this application.

Applicant's Signature (if not Property Owner)

Date

Applicant's Signature (if not Property Owner)

Date

PROPERTY OWNER(S) STATEMENT

I hereby certify that I/we own the above described property, that the information given is complete and correct to the best of my knowledge, and that the above person(s), group, corporation or agent has the full and complete permission of the undersigned owner(s) to make application for CBPA Exception approval as set forth in the Middlesex County Zoning Ordinance as written.

Property Owner's Signature

Date

Property Owner's Signature

Date

CONDITIONS

1. This permit application is not valid unless all property owner(s) signatures are affixed and dated.
2. All permit application charges are nonrefundable, regardless of whether the permit application is approved or denied once submitted. All checks for payment should be made payable to Middlesex County.
3. Any approval of a CBPA Exception is issued on the basis of plans and applications approved and authorizes only the use, arrangement and construction set forth in such approved plans and applications. Any deviations from the plans and applications submitted shall render an approved CBPA Exception null and void.