



TM # \_\_\_\_\_  
STAFF USE ONLY

COMMONWEALTH OF VIRGINIA  
COUNTY OF CUMBERLAND

**Site Plan Application**

Form must be completed in ink, Pencil will not be accepted.

**1. Property Owner** (list multiple owners separately, attach additional sheet if necessary)

Name:		
Address:	State:	ZIP:
Phone:	Fax:	
Cellular:	E-mail:	

*Note: If the property owner(s) as shown by the tax commissioner's office is (are) not the applicant, the owner's (owners') signed and notarized authorization(s) must accompany this application.*

**2. Applicant** (list if not the same as owner)

Name:		
Address:	State:	ZIP:
Phone:	Fax:	
Cellular:	E-mail:	

**3. Surveyor/ Engineer/Architect**

Firm Name:		
Individual Name:		
Address:	State:	ZIP:
Phone:	Fax:	
Cellular:	E-mail:	

**4. Property Information**

Property Location \_\_\_\_\_

General Property Description \_\_\_\_\_

Magisterial District \_\_\_\_\_

Existing Use \_\_\_\_\_

Proposed Use \_\_\_\_\_

Tax Parcel(s) Involved (fill in table below, list different parcels seperately):

Parcel Tax Map Number				
Parcel Acreage				
Parcel Zoning				

**8. Certification**

\*If signatory is not owner of record, the attached "Owner/Agent Agreement" must be signed and notarized.

**The undersigned hereby certifies that all information submitted with this application is complete, true and correct. I understand any errors and/or omissions may lengthen the time to process the request.**

\_\_\_\_\_ Date  
*Print Name* of property owner or authorized agent

\_\_\_\_\_ Date  
*Signature* of property owner or authorized agent

\_\_\_\_\_ Date  
*Print Name* of property owner or authorized agent

\_\_\_\_\_ Date  
*Signature* of property owner or authorized agent

<b>DEPARTMENT USE ONLY</b>		
Application Date:	Fee: \$300.00	Application #
Magisterial District:	Fee paid:	Staff:

**Owner/ Agent Agreement**

(only needed if applicant is different than owner)

The undersigned is (are) the owner (s) of record of the property identified by the Cumberland County Tax Map Number (s)

\_\_\_\_\_

Located at

\_\_\_\_\_

Cumberland County, Virginia. The Undersigned hereby gives (give) consent and approval to

\_\_\_\_\_

to act on his/her (their) behalf as his/her (their) agent to proceed with the attached application on the property referenced herein.

\_\_\_\_\_

*Print Name* of property owner 1

\_\_\_\_\_

Date

\_\_\_\_\_

*Signature* of property owner 1

\_\_\_\_\_

Date

\_\_\_\_\_

*Print Name* of property owner 2

\_\_\_\_\_

Date

\_\_\_\_\_

*Signature* of property owner 2

\_\_\_\_\_

Date

State of Virginia

County of Cumberland to Wit:

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ by

\_\_\_\_\_.

Printed name of property owners

\_\_\_\_\_

Notary Public printed name

Notary public signature

**Note: Signature(s) of property owner(s) must be notarized.**