OFFICE USE ONLY DATE RECEIVED_____ CUP NUMBER 18-0005
PRESUBMITTAL MEETING DATE_____

TOWN OF BLACKSBURG
CONDITIONAL USE PERMIT APPLICATION

This application and all accompanying information must be submitted in full before the Conditional Use Permit can be accepted by Town staff. Once the Planning and Building Department accepts the application, it will be referred to the Planning Commission and Town Council for consideration. The application and all accompanying information will become conditions of approval. Any conditions of approval are binding. Other conditions may apply. Please contact the Planning and Building Department at (540) 961-1126 for application deadline or questions, or to schedule the **required** pre-submittal meeting.

The following items **MUST** accompany this application for the Town of Blacksburg to accept this application for processing and review. Any items submitted cannot be larger than 11x17 in size:

1) Written, signed consent of the property owner. If the applicant is the contract purchaser, the written consent of the property owner is required
2) One copy of a site plan with surveyed boundaries for the property showing the lot, existing and proposed structures, site improvements, stormwater management areas, parking areas and spaces, and any other information necessary to determine the ability to meet the Zoning Ordinance site development standards, Use & Design standards and physical compatibility with the neighborhood
3) Stormwater Management Concept Plan and calculations
4) Building elevations for all proposed buildings -or- elevations showing any changes to existing buildings
5) Sketch depicting any proposed signage
6) Vicinity map (may be included on the site plan) showing surrounding uses, zoning districts, buildings and other improvements within 300' of the property
7) Completed VDOT 527 (Traffic Impact Analysis) Form
8) A list of adjacent property owners (including properties across a street) and their addresses, plus the cost of CERTIFIED FIRST CLASS postage for notifying each adjacent property owner (no stamps, please)
9) Fee of $100 for the Town of Blacksburg to post all public hearing signs. **Please note:** the applicant may choose to post the property, using signs provided by Town Staff, and not be subject to the posting fee
10) Fee of $500 for Conditional Use Permit or amendments to existing Conditional (special) Use Permits. Please make your check or money order payable to the TOWN OF BLACKSBURG
11) Proof of pre-submittal meeting between Town staff and applicant/agent
12) Prior to the initiation of an application for Conditional Use Permit, or prior to the issuance of final approval, the applicant shall produce satisfactory evidence that any delinquent real estate taxes owed, which have been properly assessed against the subject property, have been paid (§ 1150)
13) Any applicant for a Conditional Use Permit shall make complete disclosure of the equitable ownership of the real estate to be affected including, in the case of corporate ownership, the names of stockholders, officers and directors, and in any case the names and addresses of all of the real parties of interest. The requirement of listing names of stockholders shall not apply to a corporation whose stock is traded on a national or local stock exchange, and which corporation has more than 500 shareholders (§ 1110)
14) Digital copies (PDF) of all application materials are required at the time of submittal, or within 10 working days of the submittal date.

RECEIVED
JUN 22 2018
ENGINEERING AND GIS DEPARTMENT

SIGNATURE OF APPLICANT/CONTACT PERSON + PRINTED NAME:
Glenn F. Reynolds - Member and Representative of 500 Block Condominium Association
_____ **DATE:** May 31, 2018
By signing this application, I affirm that this application is complete and all required items are included

SIGNATURE OF PROPERTY OWNER + PRINTED NAME:
Georgia Ann Snyder-Falkinham – Owner of 500 South Main Street
Georgia Anne Snyder-Falkinham **DATE:** May 31, 2018
By signing this application, I affirm that this application is complete and all required items are included

REVISED 04-10-14 KJO

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Location or Address of Property for Conditional Use Permit:
500 South Main Street

Tax Parcel Number(s): 027822, 027834

Acreage 1.49 acres

Present Zoning District: Downtown Commercial (DC) (Proposed)

Present Use of Property: General Commercial / Offices

Proposed Use for the Property General Commercial / General Offices

Conditional Use Requested: Ground Floor - General Offices Code Section 3141 (b)

Is this request for an amendment to an existing Conditional (Special) Use Permit? No

Previous Conditional (Special) Use Permit Number/Resolution Number - - -

APPLICANT/CONTACT PERSON (Contract Purchaser if applicable)

NAME: Glenn P. Reynolds – Member and Representative of 500 Block Condominium Association

ADDRESS: 506 South Main Street, Blacksburg, VA 24060

PHONE: 540/552-7575 EMAIL rarch1@verizon.net

PROPERTY OWNER(s) (If property is held in an LLC or other corporation, names of all partners must be disclosed. Signatures may be obtained and submitted on a separate sheet if needed)

NAME: Georgia Ann Snyder-Falkinham

ADDRESS: 500 South Main Street, Blacksburg, VA 24060

PHONE: : 540/552-3377 EMAIL: gahsnyder@yahoo.com

ENGINEER/ARCHITECT (optional)

NAME:

ADDRESS:

PHONE: EMAIL:

REVISED 04-10-14 KJO

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Please provide the following information - attach separate pages if necessary:

Description of the proposed use (or site modification)

Proposed use will be General Offices

Please demonstrate how the proposed use, when complemented with additional measures, if any, will be in harmony with the purposes of the specific district in which it will be placed.

The character of the existing structures provides excellent opportunity for office conversion.

Please demonstrate how there will be no undue adverse impacts on the surrounding neighborhood in terms of public health, safety, or general welfare, and show the mitigation of impacts to achieve the goals.

The current use - General Office has been in existence for many years. Any impact with the CUP should provide no increase in the impact of the surrounding neighborhood.

Any modifications or exceptions to Use and Design Standards or Development Standards must also be requested at the time of CUP evaluation. Identify and provide a justification for modification/exception

There are no modification exceptions being requested to the CUP.

If the application is an amendment to an existing approved S/CUP, provide an identification of any proposed changes requested below and on a plan, and a strike-through and italic edit of any conditions proposed to be changed

Not applicable.