



TEMPORARY REAL ESTATE SALES OFFICE

Planning & Zoning Division, Community Development Department
116 W. Beverley Street, P.O. Box 58 Staunton, VA 24402
540.332.3862

DATE: _____ \$50.00 FEE

NAME OF APPLICANT: _____

PRIMARY PHONE #: _____ SECONDARY PHONE #: _____

ADDRESS: _____

EMAIL: _____

SPECIFIC AREA THAT WILL BE USED IN CONJUNCTION WITH RE OFFICE:

I, _____, APPLICANT, UNDERSTAND THE ISSUANCE OF A TEMPORARY REAL ESTATE BY THE CITY OF STAUNTON ZONING ADMINISTRATOR DOES NOT RELIEVE ME OF ANY RESPONSIBILITY I MAY HAVE BECAUSE OF PRIVATE CONTRACTED AGREEMENTS, INCLUDING SUBDIVISION COVENANTS AND RESTRICTIONS THAT MIGHT BE BINDING ON THE LAND WHERE THE TEMPORARY REAL ESTATE OFFICE IS TO BE CONDUCTED. I HAVE READ AND UNDERSTAND THE REGULATIONS AND REQUIREMENTS OF A TEMPORARY USE AS OUTLINED IN STAUNTON CITY CODE 18.155.030(4):

Real Estate Sales Office. In any district, a temporary use permit may be issued for a temporary real estate sales office in any new subdivision which has been approved in accordance with the regulations of Staunton. Such office shall contain no sleeping or cooking accommodations. Such permit shall be valid for not more than one year, but may be renewed a maximum of three one-year extensions. Such office shall be removed or converted to a conforming use upon completion of the development of the subdivision or upon expiration of the temporary use permit, whichever occurs sooner.

- Floor plan of building must be submitted with application for review.

Applicant Signature : _____

Applicant Signature Date : _____

Office Use: Fee Collected: \$ _____ CC _____ CC Authorization: _____
Check _____ # _____ Cash _____