



City of Bristol Virginia - Planning Department  
300 Lee Street  
Bristol, VA 24201  
Phone: 276-645-7470  
Fax: 276-821-6099

**Special Exception Application (\$100.00)**

Address/Location of Property for which Special Exception is requested:

Existing Zoning:

Existing Use:

Desired Use:

Has this property been the subject of a similar proposal before? If yes, when?

It is required that a notice be sent to all adjacent property owners by the Planning Department staff in conformance with the state law. This fee shall be paid by the property owner/applicant.

The application fee of one hundred dollars (\$100.00) shall be due upon submittal of this application.

Name of Property Owner:

Name of Applicant (if different than owner):

Address of Property Owner:

Address of Applicant:

Phone:

Phone:

Email:

Email:

In addition to the application fee (\$100.00), I understand that the property owner/applicant shall be required to pay the cost of advertising and the cost of mailing notices to all adjoining property owners via certified mail (per requirement of Virginia Code §15.2-2204).

Signature of Owner:

Date

Signature of Applicant:

Date

**FOR DEPARTMENT USE ONLY**

Special Exception File Number:

Received By

Date