

Arlington County, Virginia
DEPARTMENT OF COMMUNITY PLANNING,
HOUSING AND DEVELOPMENT
ZONING ADMINISTRATION

SITE PLAN APPLICATION

In accordance with the requirements of Administrative Regulation 4.1, Site Plan Approval Procedure, the following plan is submitted for administrative review and transmittal to the County Board for its consideration.

Original Plan

Amendment

Case Number _____ Date: _____

Address: _____

Requested Use: _____

Drawings submitted Yes No

Print Name Of Owner _____ Owner's signature _____ (REQUIRED)

Mailing Address: _____

City _____ State _____ Zip _____ Phone _____

By: _____ () agent
Print name _____ () attorney, Signature _____

Mailing Address: _____

City _____ State _____ Zip _____ Phone _____

(Office Use Only)

Date: _____

This application is scheduled for the County Board meeting of _____

Zone _____ C.R.I.F. No. _____ Fee _____ Date Paid _____

Received by _____

Make checks payable to: Treasurer of Arlington County

(READ INFORMATION AND INSTRUCTIONS CAREFULLY)

**ARLINGTON COUNTY, VIRGINIA
DEPARTMENT OF COMMUNITY PLANNING, HOUSING AND DEVELOPMENT
ZONING ADMINISTRATION**

Disclosure Statement

TYPE OR PRINT IN INK

Case No. _____

Complete the following:

1. Description of the real estate affected

List the addresses of all property that is affected by the application. Provide the lot, block, section, and subdivision of all parcels **only** if the properties have not been subdivided.

Address(es) _____

Lot(s) _____ Block _____

Section _____ Subdivision _____

2. Is the owner of said real estate, a corporation whose stock is traded on a national or local stock exchange and having more than five hundred (500) shareholders?

YES

NO

If "Yes," give the name of the corporation and skip to item 4

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3. List the names, addresses, and nature of interest of **ALL** persons having equitable ownership of the real estate to be affected, including, in the case of corporate ownership, the names of stockholders, officers, and directors; and of **ALL** parties in interest.

<u>PARCEL ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>	<u>NATURE OF INTEREST</u>

4. I hereby certify that this is a true and accurate disclosure of all persons having equitable ownership real estate to be affected and of all the parties in interest.

Applicant's signature _____

Applicant's address _____

STATE OF VIRGINIA, COUNTY OF _____ TO WIT: _____

Subscribed and sworn before me this _____ day of _____, 20_____

Notary _____

My commission expires _____



SUSAN INGRAHAM BELL
DIRECTOR

**ARLINGTON COUNTY, VIRGINIA
DEPARTMENT OF COMMUNITY PLANNING,
HOUSING AND DEVELOPMENT
ZONING ADMINISTRATION
#1 COURTHOUSE PLAZA, SUITE 812
2100 Clarendon Boulevard
ARLINGTON, VIRGINIA 22201
(703) 228-3883 • Fax (703) 228-3896**



EMORY C. RUSSELL, JR.
ZONING ADMINISTRATOR

August 14, 2000

TO: APPLICANTS FOR PUBLIC HEARING CASES
FROM: EMORY C. RUSSELL, JR.
SUBJECT: Disclosure Statement for Public Hearings of County Board
Planning Commission and Board of Zoning Appeals

As an applicant for a case that will be considered by the County Board of the Board of Zoning Appeals (Rezoning, Site Plan Approvals and Admendments, Use Permits and Amendments, and Variances), you are required to file a complete disclosure of the equitable ownership and parties interest of the real estate that is the subject of the application. This requirement is contained in Section 36, Subsections E-5, F-6, G-7, and H-7 of the Arlington County Zoning Ordinance and Title 15.2 of the Code of Virginia. The purpose of the Disclosure Statement is to document the ownership interests of the property or properties that are the subject of the application. The following information is provided to assist you in preparing an accurate and complete Disclosure Statement which will help avoid otherwise unnecessary deferrals of the public hearing date for which you have filed your application.

A complete Disclosure Statement must be filed with your application by the FINAL FILING DEADLINE for you application to be complete and therefore accepted for processing. The Statement must be notarized. *(It does not have to be notarized in Virginia. You may use the services of the notary in the Zoning Office you like.)* It is very important that you review your Disclosure Statement for accuracy and completeness before you file it with the County. As with all application information, the Disclosure Statement is available to the public for review.

Particular attention should be paid to the following elements of your statement:

- > Partnership information must list all General and Limited Partners and be broken down successively until ONLY INDIVIDUAL PERSONS are listed.
- > Corporate information and all stockholders (except those that are traded on a national or local stock exchange and have more than 500 shareholders) must list the names of officers and directors of the corporation. For Corporations that are not traded on a national or local stock exchange, stockholders must be identified as well.
- > Whenever a trust is listed, the beneficiaries must be identified.
- > Addresses of partnerships, corporations, trusts, etc. must include the street address or post office box number, city, state, and zip code. Telephone numbers are not required.
- > Identification of the interest of the persons and firms listed. This should identify the nature of the interest (ie. Owner, contract owner, lessee, general or limited partner, beneficiary, mortgage holder, etc.). The percent of interest is not required.