



**Fauquier County**  
**Department of Community Development**  
**16 Courthouse Square**  
**Warrenton, VA 20186**  
**540-422-8200 FAX 540-422-8231**  
[www.fauquiercounty.gov](http://www.fauquiercounty.gov)



### REZONING CHECKLIST

PROJECT NAME: \_\_\_\_\_

PIN(S): \_\_\_\_\_

REQUIREMENT	YES	NO – State Reason
<b>Documentation</b>		
Completed Land Development Application form, including indication of category/sub-category as appropriate, signed by the owner and applicant or agent.		
Conflict of Interest Statement		
Residential Rezoning Affidavit		
Rezoning Plat (See Certified Zoning Plat Requirements Below) 24" x 36" – 10 copies folded 11" x 17" – 10 copies folded		
Concept Development Plan (CDP) (See Requirements Below) 24" x 36" – 10 copies folded 11" x 17" – 10 copies folded		
Conceptual Stormwater Management Plan (See Requirements Below) 24" x 36" – 10 copies folded 11" x 17" – 10 copies folded		
Statement of Justification addressing the compatibility of the request with the adopted Comprehensive Plan and its goals and objectives – 10 copies		
Proffer Statement – 10 copies		
For any proposal with a residential component, a detailed analysis addressing how the proposed proffers are directly attributable to mitigating the impacts of the proposed project – 10 copies		
Traffic Impact Analysis (TIA) or Traffic Assessment as per Section 301B of the Design Standards Manual.		
Photographs of the property showing existing structures, terrain and vegetation (OPTIONAL)		
Completed, signed Rezoning Checklist		
Fee Calculation Sheet and Associated Fee		
Flash Drive containing PDFs of all submission materials.		
<b>Certified Zoning Plat Requirements</b> <i>(See Section 13-202.2 of the Zoning Ordinance for details)</i>		
Metes and bounds of all property lines, bearings and distances of each zoning district.		
Total area of the property in square feet or acres.		

REQUIREMENT	YES	NO – State Reason
Scale and north arrow.		
Public right(s)-of-way, including names, route numbers and width.		
Location of all existing buildings and structures.		
Existing topography with a five-foot contour. Other contour intervals may be accepted as needed by the Director or their designated agent.		
Include a map (3" x 3") showing the vicinity of the property at a scale of 1" = 2000'		
Include seal and signature of person certifying the plat.		
<b>Concept Development Plan Requirements</b> (See Section 13-202.2 of the Zoning Ordinance for details)		
Proposed land uses and their locations.		
Proposed road network.		
General drainage pattern.		
Location of open space.		
Architectural renderings when required by a proffered condition. This requirement may be waived by the Director or their designated agent.		
<b>Conceptual Stormwater Management Plan Requirements</b>		
<p><i>This review is for:</i></p> <p><i>A project that will obtain Virginia Stormwater Management Program (VSMP) coverage under Part IIA and Part IIC of the VSMP Permit Regulations; or a project not requiring coverage under VSMP Permit Regulations but requires coverage under the Virginia Erosion and Sediment Control Regulations that will meet the requirements of VSMP Part IIC and the Virginia Erosion and Sediment Control Regulations for stream channel erosion prevention criteria and flood protection criteria.</i></p> <p><i>A project that will obtain VSMP coverage under Part IIA and Part IIB of the VSMP Permit Regulations that will meet the requirements of VSMP Part IIB Regulations for channel protection and flood protection criteria.</i></p>		
Existing and proposed topography (minimum of two-foot contours).		
Existing and proposed buildings and structures.		
Existing and proposed roads and parking areas.		
Proposed land use with a tabulation of the percentage of surface area to be adapted to various uses.		
Perennial and intermittent streams.		
Mapping of predominant soils from County soil surveys.		
Boundaries of existing predominant vegetation and proposed limits of clearing.		
Location of boundaries of wetlands, lakes, pond and other setbacks (e.g., stream buffers, drinking water well setbacks, septic setbacks).		
Existing and proposed utilities (e.g., water, sewer, gas, electric) and easements.		
Location of existing and proposed conveyance systems such as grass channels, swales and storm drains.		
Existing and proposed drainage divides and flow paths.		
Location of FEMA floodplain/floodway limits.		

