

Office Use

Plan Comm Date: _____
 County Comm Date: _____
 Tax District: _____
 Map No.: _____
 Fee: _____

APPLICATION FOR ADMINISTRATIVE INTERPRETATION

Section 2300.03 of the Zoning Ordinance is intended to recognize provisions of the ordinance that cannot, as a practical matter, address every specific situation to which they may have been applied. Further, it addresses that certain specific proposed uses may not clearly fall within the common meaning of any of the listed uses.

Full requirements and specifications may be found in Section 2300.03 of the Zoning Ordinance.

Date of Submittal ____/____/____

Property Owner:

Name

Mailing Address (Street, City, State, Zip Code)

Daytime Phone

Email Address

Agent (if applicable):

Name

Mailing Address (Street, City, State, Zip Code)

Daytime Phone

Email Address

Legal Description of Property:

(You can use either the Street Address or the District, Map and Parcel No.)

Tax District	Tax Map	Parcel No.	Parcel Size (acres or sq. ft.)
_____ Street Address (Street, City, State, Zip Code)			

Section(s) of the zoning ordinance to be clarified or in need of interpretation:

I certify that I am familiar with the information contained in this application, and that to the best of my knowledge such information is true, complete and accurate. I understand that applying for an Administrative Interpretation does not guarantee approval and that the fee associated with the application is non-refundable. I give permission for on-site visits as required.

I understand that my presence is mandatory at any meetings regarding this application.

Signature of Applicant: _____ **Date:** _____

MCPC

MONONGALIA COUNTY PLANNING COMMISSION

243 High Street, Rm 110, Morgantown, WV 26505

Phone 304.291.9570 Fax 304.291.9573 www.moncpc.org

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On a separate piece of paper please:

For All Interpretations:

Provide a description and explanation of the proposed interpretation requested

Provide a statement of the consistency with the land development regulations and comprehensive plan

Specific Requirements for Use Interpretations (eg. Installation of a Livestock Auction House):

Use Interpretations (eg. Any use not listed within the zoned districts) have a specific set of standards governing issuance of an interpretation. Please see Section 2300.03(E) for the complete list.

A separate submission must be given for each section of land development regulation or policy of the comprehensive plan to be interpreted.