



**APPLICATION FOR ZONING PERMIT  
SEASONAL SALES & FARMERS' MARKETS  
GLOUCESTER COUNTY, VA**

PERMIT NO. _____
DATE SUBMITTED _____ INITIAL _____
TAX MAP/PARCEL NO. _____
RPC: _____ ZONING DISTRICT _____
COMMENTS: _____
<b>APPROVED    DENIED    BY ZONING ADMINISTRATOR</b>
<i>Date</i>
Applicant may appeal this decision to the Board of Zoning Appeals within 30 days. Failure to file such an appeal will render this decision final.
<i>Office Use Only</i>

- I. Name of Applicant: (Note: Must be INDIVIDUAL) *(please print)*: \_\_\_\_\_  
Trade Name of Business: \_\_\_\_\_  
Applicant Mailing Address (include city, state, zip): \_\_\_\_\_  
Phone Numbers: Home: \_\_\_\_\_ Business: \_\_\_\_\_ Cell: \_\_\_\_\_
- II. Name of property owner(s): \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Phone Numbers: Home: \_\_\_\_\_ Business: \_\_\_\_\_ Cell: \_\_\_\_\_
- III. Property Information:  
Street Address (E911): \_\_\_\_\_  
Recorded Subdivision Name or Legal Description of property: \_\_\_\_\_  
RPC: \_\_\_\_\_ Tax Map # \_\_\_\_\_
- IV. Describe the current use of the property: \_\_\_\_\_
- V. Is this request for permission to conduct seasonal sales  or a farmers' market  as defined under the Zoning Ordinance?<sup>1</sup>
- VI. Describe in detail the nature of the business that you will be operating, including the expected duration and hours of operation: \_\_\_\_\_

The following items must accompany this application:

- A legible sketch plan, drawn to scale, depicting the proposed location the activities – including, but not limited to, merchandise, parking, circulation, pedestrian and vehicular ingress/egress, surface materials, and sanitary facilities, if any.
- If you are applying for a permit for a Farmers' Market, the following also apply:**
  - 1. No temporary or seasonal permit shall be issued unless adequate provision is made for off-street parking and safe ingress and egress to the adjacent street; VDOT review and approval may be required.
  - 2. No overnight storage of vehicles shall be permitted, and no permanent structures associated with the site's use as a farmers' market shall be placed or erected on the site.
  - 3. Hours of operation shall be limited to daylight hours.
- Written and signed authorization from any property owner upon whose property the proposed activities are to take place, confirming that the applicant has the right to use such property for the entire duration listed on the application.
- Proof of applicable Health Department approvals if the proposed activity requires the same, or a letter from the Health Department stating that none are required.
- Indicate the type of signage proposed for this use. **See permitted signage on page 2.**

<sup>1</sup> Definitions are provided on the back of this form

A separate zoning permit may be required prior to installation of any signage and a building permit may also be required depending on the proposed sign(s). Any signage other than exempted signage defined below shall be permitted in accordance with Article 12 of the Zoning Ordinance.

**I hereby certify that the foregoing information and attachments are true and accurate to the best of my knowledge.**

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Applicant's Signature/Date

Application Fee: \$35.00

Please make check payable to *Gloucester County*

Payment is required with application and is NOT REFUNDABLE

**Definitions:**

*Farmers' market:* A seasonal gathering of vendors in a predetermined, centralized location for the display of hand-made or regionally harvested agricultural, horticultural, silvicultural, and/or seafood products, excluding livestock, produced off-site and brought to the market for sale; the occasional sales of pumpkins, Christmas trees, and other annual products shall also be permitted

*Seasonal sales:* The sales of goods and products - such as pumpkins and Christmas trees - that are associated with a particular season or holiday and sold on a temporary and/or annually recurring basis.

Sec 12-8. Exempt Signs (h.)

*Temporary agricultural signs.* Temporary signs pertaining to an agritourism activity and/or the related retail, farmer's markets, farm produce stands, wayside stands, roadside stands, and wayside markets. Such signs shall not exceed twenty (20) square feet each, and shall not remain in place for more than thirty-one (31) days. The aggregate square footage total of all signs pertaining to activity or sales shall not exceed one hundred (100) square feet per activity, business, or parcel

**RETURN TO:  
Gloucester County Planning & Zoning  
6489 Main Street  
P.O. Box 329, Gloucester, VA 23061  
Telephone: (804) 693-1224**