

1 **Ordinance To Amend And Re-Enact The Zoning Ordinance Of The City Of Hampton,**
2 **Virginia by Amending Chapter 1, Article 1 Entitled, “Administration and Enforcement of**
3 **Ordinance” To Add A New Section Regarding Zoning Administrator Permits And**
4 **Associated Fees**

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6 **WHEREAS**, the public necessity, convenience, general welfare and good zoning practice so
7 require;

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9 **BE IT ORDAINED** by the Council of the City of Hampton, Virginia that Chapter 1, Article 1 of the
10 Zoning Ordinance of the City of Hampton, Virginia, be amended and re-enacted as follows:

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12 **Chapter 1- GENERAL PROVISIONS**

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14 **ARTICLE I. – ADMINISTRATION AND ENFORCEMENT OF ORDINANCE**

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16 ***Sec. 1-10.1. – Process for zoning administrator permits.***

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18 (1) *Any use which indicates a zoning administrator permit is required to be obtained per*
19 *Chapter 3 of this ordinance shall be required to submit an application for such zoning*
20 *administrator permit to be accompanied by the same documentation as is required for a*
21 *zoning permit, and any additional documentation which the Zoning Administrator, in their*
22 *discretion, determines to be necessary to evaluate the proposed use for conformance*
23 *with the zoning ordinance.*
24 (2) *A nonrefundable fee of two hundred dollars (\$200.00) shall be submitted upon approval*
25 *of an application but prior to scheduling an initial inspection, as required in Section 1-*
26 *10.1(3).*
27 (3) *All zoning administrator permits shall require an initial inspection prior to issuance of the*
28 *zoning administrator permit. Where a zoning administrator permit requires an inspection*
29 *or re-inspection, the applicant or permittee shall first pay fifty dollars (\$50.00) as a*
30 *nonrefundable inspection fee.*
31 (4) *Except as otherwise set forth in Chapter 12, no zoning administrator permit shall be*
32 *issued for any use that fails to comply with the requirements of the zoning ordinance.*
33 (5) *Once issued, the zoning administrator permit and all accompanying plans and conditions*
34 *shall be binding and shall govern the applicable activity, use, or development upon the*
35 *subject property. The Zoning Administrator, or their authorized designee, shall have the*
36 *authority to enforce compliance with the approved zoning administrator permit pursuant*
37 *to Section 1-6 of the Zoning Ordinance.*
38 (6) *The Zoning Administrator, or their designee, shall have the ability to revoke the zoning*
39 *administrator permit upon violation of any of the conditions contained within the*
40 *approved zoning administrator permit.*
41 (7) *A permittee aggrieved by the decision of the Zoning Administrator may appeal the*
42 *decision of the Zoning Administrator to the Board of Zoning Appeals in the manner set*
43 *forth in Chapter 13 of the Zoning Ordinance.*
44 (8) *No zoning administrator permit shall be issued for a period of six (6) months from the*
45 *date of revocation for a property where a zoning administrator permit of the same use*
46 *was previously revoked.*
47 (9) *Nothing in this section shall supersede the requirements for a zoning administrator*
48 *permit contained within Section 3-3 of this ordinance.*
49 (10) *This section shall have an effective date of July 1, 2024.*

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