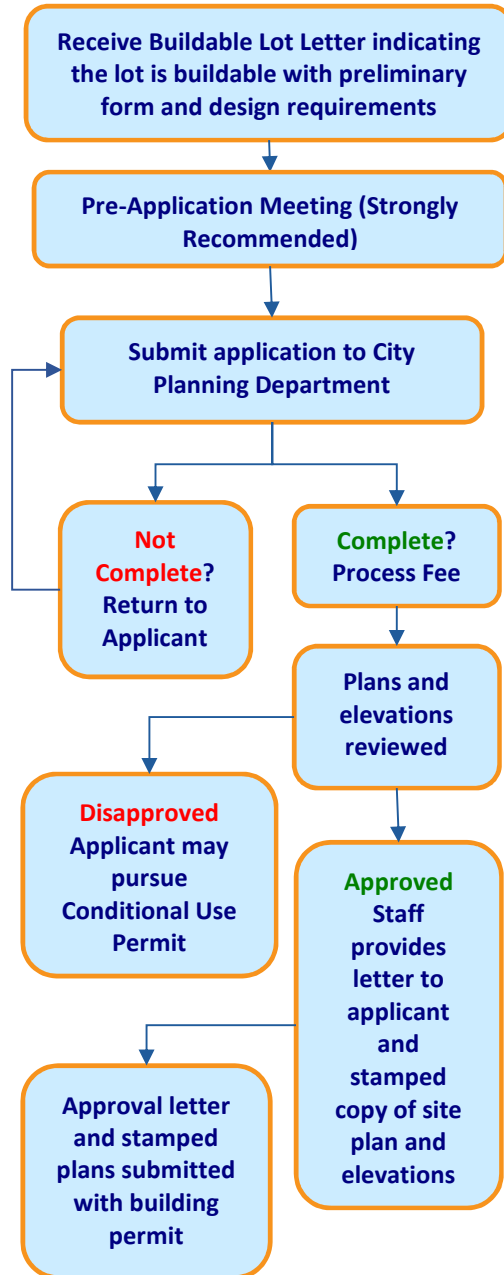


Nonstandard Lot Application Process

Below is a graphical representation of the nonstandard lot process.



How much does an application cost?

The application fee for the nonstandard lot review is **\$525.00**. The application fee for an ownership review request (buildable lot letter) is **\$115.00**.

Where to apply

The Nonstandard Lot application is available at Planning Department offices or online at: <http://www.norfolk.gov/planning> >> Applications and Forms >> Planning Applications and Forms.

Additional Information

Questions regarding the Narrow Lot/Nonstandard-Width Lot Process? Please contact Ron Moore, Senior Design and Rehabilitation Consultant at: (757) 664-6778 or email at: ronald.moore@norfolk.gov.



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NARROW/ NONSTANDARD-WIDTH LOT PROCESS



What is a narrow/nonstandard-width lot?

A **narrow lot, or nonstandard-width lot**, is a residential parcel that does not meet the minimum lot width requirement of its zoning district.

What if my lot is narrow, can I still build on it?

The property may be developed with a single-family dwelling under certain conditions. First, a Buildable Lot Letter must be obtained from the Department of City Planning. This letter is requested by filling out an Ownership Review Request Form and is a required attachment for the Nonstandard Lot application. The conditions that apply are:

- The parcel, or any portion of it, cannot be held in common ownership with any adjacent parcel.
- The parcel was created or resubdivided lawfully and in accordance with the minimum lot width requirement which would have allowed construction of a single-family home at the time of creation or resubdivision.
- The owner or his authorized representative has applied for and received either a zoning certificate from the Department of City Planning or a conditional use permit granted by City Council for the proposed single-family home.

What is a zoning certificate in this case?

The zoning certificate is obtained after approval of the Nonstandard Lot application. It verifies that the proposed single-family dwelling to be built on the lot complies with the following:

- For lots less than 37.5 feet in width in the Traditional and Coastal Character Districts:
 - The height, massing, location of the main entrance, and elevation of the single-family dwelling will be consistent with the prevailing pattern of the neighborhood;
 - Reflects the average setback of the closest developed lots on either side, subject to a variation of no more than 1.5 feet;
 - Parking is in the same manner as the prevailing pattern;
 - Vehicular access to the home or the lot is located in the same location as the prevailing pattern; and
 - Exterior details such as porches, fenestration, roof lines, or the main entrance, are consistent with the prevailing pattern.
- For lots between 37.5 feet and 49 feet in width in the Traditional and Coastal Character Districts, the proposed development satisfies the enhanced form standards found in the Zoning Ordinance subject to any requirements of an applicable Neighborhood Resilience Overlay (NRO) district. Please contact the

Department of City Planning to obtain the applicable form standards.

- For any nonstandard-width lot in the Suburban Character District, the proposed development satisfies the enhanced form standards found in the Zoning Ordinance subject to any requirements of an applicable Neighborhood Resilience Overlay (NRO) district. Please contact the Department of City Planning to obtain the applicable form standards.

Compliance with these requirements may be demonstrated through a building design from the narrow lot catalog, located online at <http://www.norfolk.gov/index.aspx?NID=1093>. An interactive map, the “Non-Standard Lot Infill Design Showcase Map,” showing examples of houses that have been approved by neighborhood, can also be found at this link.

The City also uses a guide called, *A Pattern Book for Norfolk Neighborhoods* that assists many homeowners, builders, and communities as they repair, rebuild, and expand their houses. This book can be found online at http://www.norfolkva.gov/norfolk_pattern_book/index.html

The *Olde Huntersville Traditional Neighborhoods Plan Book* may also be used and can be found online at <https://www.norfolk.gov/DocumentCenter/View/29595>. Additional Pattern Books are under development.