



## County of Page Virginia, Business License Request Form

Commissioner of the Revenue, 103 S. Court Street, Suite C., Luray VA 22835  
(540)743-3840 ~ FAX: (540)743-1263

### Adding Rental to Existing Account

To add a rental to existing account, please fill out the Community Development Review Application and return to the Planning & Community Development Department. There is an application and rental inspection fee of \$90.80, checks made payable to the County of Page. Once approved by all agencies, return this completed form and the approval from the Community Development, to the Commissioner of the Revenue Office. You may also email to [adovel@pagecounty.virginia.gov](mailto:adovel@pagecounty.virginia.gov). When both documents are received by the Commissioner of the Revenue Office, the new rental will be added to the existing business license and lodging account. There is no fee or tax to add a rental to an existing account.

1. Date: \_\_\_\_\_
2. Account No.: \_\_\_\_\_
3. Legal Name1: \_\_\_\_\_  
(Last) (First) (MI)
- Legal Name2: \_\_\_\_\_  
(Last) (First) (MI)
4. Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_
5. Mailing Address: \_\_\_\_\_
6. Business Name: \_\_\_\_\_
7. Cabin Name: \_\_\_\_\_
8. Business Address: \_\_\_\_\_
9. Property Owner: \_\_\_\_\_  
Tax Map#: \_\_\_\_\_
10. Business Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_  
Website: \_\_\_\_\_
11. Classification of operation: \_\_\_\_\_

(Hotel, Cabin, Campground, or other lodging establishments, Restaurant, Cafeteria, Delicatessen, Snack Bar, Coffee Shop, Club, Convenience or Grocery Store, Deli, Diner, Dining room or other establishment selling prepared food)

**The owner must sign and date this form. If the business is an entity such as a trust, partnership, limited liability company, or corporation, it must be signed by a member, partner, executive officer, or other person specifically authorized in writing by the trust, partnership, limited liability company, or corporation to sign.**

**Declaration:** *I declare that the statements made herein given are true, full, and correct to the best of my knowledge and belief, and that I am the owner of a member, partner, executive officer, or other person specifically authorized in writing to sign.*

SIGNATURE of AUTHORIZED PERSON: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

TITLE or CAPACITY FOR SIGNING: \_\_\_\_\_

DATE: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_



**County of Page, Virginia  
Planning & Community Development  
103 South Court St., Suite B  
Luray, VA 22835**

## **Community Development Review Application**

### **Regulations for Home Occupations**

Home Based / Non-Expedited Application: a home occupation that is incidental or secondary to the use of the dwelling as a residence and shall be restricted to the dwelling only. Home occupation activities shall not occupy more than twenty-five (25%) percent of the living area. No accessory building shall be constructed or used in conjunction with the home occupation. It shall not generate any additional traffic beyond what is customary to residential use. The exterior of the dwelling must show no evidence of the home occupation. There shall be no outside display of products, goods, or commodities in conjunction with the home occupation. The fee for a home occupation home based business is \$50.00 (non-expedited)

Cabin Rentals: the application fee is \$50.00 plus a \$40.80 Building Department trip fee for an inspection of the dwelling. (non-expedited)

Home Occupations in an Accessory Building: Requires a special use permit.

Virtual Business / Expedited Application: All virtual businesses must meet the following:

- Does not require direct vehicular traffic to the dwelling unit by the public for operation of the business
- The primary means of communication in the operation of the business is by telecommunication, facsimile, computer-related activity or other like means of communications.
- No wholesale or retail business shall be permitted unless it is conducted entirely by mail and/or telecommunications.
- Such home occupation shall be subject to all the criteria set forth in §125-15A(1), hereinabove stated, with the exception of required parking spaces set forth in §125-15A(1)(a).
- No use outside storage or display of materials, goods, supplies, or equipment or work areas in relation to the business outside the home.
- No signage allowed. Expedited Application fee \$25.00.

Commercial / Stand Alone Business : Application Fee \$50.00

This application will be reviewed by : Building Official, Zoning Administrator, VDOT, and the Health Department for comments.

Expedited Applications require only approvals by: Building Official and Zoning Administrator

