

Using This Revisable PDF Form

1. Copies
 - a. Original – to court.
 - b. Additional copies to others as dictated by local practice.
2. Attachment
 - a. Proof of reasonable effort by zoning administrator or agent to obtain prior consent from the owner or tenant of the subject dwelling.
3. Preparation details
 - a. Page 1, Data Element Nos. 1-9 and 14 – prepared by affiant.
 - b. Page 1, Data Element Nos. 10-13 – prepared by issuing magistrate or judge.
 - c. Page 2, Data Element Nos. 1-3 – prepared by executing officer.
 - d. Page 2, Data Element Nos. 5-7 – prepared by issuing magistrate or judge.

ZONING ORDINANCE VIOLATION INSPECTION AFFIDAVIT AND WARRANT Commonwealth of Virginia VA. CODE § 15.2-2286

To: **1**

I, **2**, the undersigned Affiant state that there is probable cause
PRINT NAME

that a zoning ordinance violation has occurred constituting violation(s) of
..... **3**
LIST ORDINANCE OR LAW BY CODE SECTION OR NUMBER

The material facts that support the above statement are as follows:
..... **4**

The dwelling to be inspected is located and described as follows:
..... **5**
..... **6** [] Continued on attached sheet

The statements above are true and accurate to the best of my knowledge and belief. I request the issuance of an inspection warrant to enter the above-described property for the purposes of determining whether the violations of the zoning ordinance exist.

..... **7** TITLE OF AFFIANT
..... **9** AFFIANT'S SIGNATURE

..... **8** ADDRESS OF AFFIANT

Subscribed and sworn to before me this day.
..... **10** DATE AND TIME
..... **11** [] MAGISTRATE [] JUDGE

TO ANY OFFICIAL AUTHORIZED TO CONDUCT THE INSPECTION AUTHORIZED BY THIS WARRANT:
I, the undersigned, find that there is probable cause to believe, based on the accompanying affidavit which is incorporated by reference, that a violation of zoning ordinance has occurred justifying an inspection of the dwelling described in the accompanying affidavit.

You are hereby authorized, in the name of the Commonwealth, to inspect the dwelling described in the accompanying affidavit to check or reveal whether the violations of the zoning ordinance exist.
..... **12** DATE AND TIME
..... **13** [] MAGISTRATE [] JUDGE

ZONING ORDINANCE VIOLATION INSPECTION AFFIDAVIT AND WARRANT

Commonwealth of Virginia

In re/v.

14

Certified to Clerk of **15** Circuit Court
CITY OR COUNTY
on **16**
DATE
..... **17** TITLE
..... **18** SIGNATURE

Original Delivered [] in person [] by certified mail
19 [] by electronically transmitted facsimile
[] by use of filing/security procedures defined in the Uniform Electronic Transactions Act
to Clerk of **20** Circuit Court
CITY OR COUNTY WHERE EXECUTED
on **21**
DATE
..... **22** TITLE
..... **23** SIGNATURE

Complete only if different than above:
Copy Delivered [] in person [] by certified mail
24 [] by electronically transmitted facsimile
[] by use of filing/security procedures defined in the Uniform Electronic Transactions Act
to Clerk of **25** Circuit Court
CITY OR COUNTY OF ISSUANCE
on **26**
DATE
..... **27** TITLE
..... **28** SIGNATURE

Data Elements, page one

1. Judicial officer to whom the request for issuance of an inspection warrant is directed.
2. Insert printed name of affiant.
3. Insert the code section of the zoning ordinance, regulation and/or statute underlying alleged violation(s).
4. Insert the material facts in support of request for issuance of an inspection warrant.
5. Description and location of dwelling to be inspected.
6. Check box if additional sheet(s) attached and incorporated by reference.
7. Title of zoning administrator or agent.
8. Insert business address of the affiant.
9. Signature of affiant.
10. Date and time affidavit is acknowledged.
11. Signature of judge or magistrate before whom the affidavit is acknowledged. Check applicable box below.
12. Date and time the inspection warrant is issued.
13. Signature of judge or magistrate issuing the inspection warrant.
14. Name of owner or tenant of the dwelling being inspected.
15. Name of circuit court to whose clerk this affidavit is certified.
16. Date on which this affidavit is certified with circuit court.
17. Title of person certifying this affidavit with circuit court (printed or typed).
18. Signature of person certifying this affidavit to circuit court.
19. Check the appropriate method of delivery.
20. Name of circuit court to whose clerk this affidavit was delivered.
21. Date on which this affidavit was delivered to circuit court identified in data element No. 20.
22. Title of person delivering this affidavit to the circuit court clerk's office identified in data element No. 20.
23. Signature of person delivering this affidavit to the circuit court clerk's office identified in data element No. 20.
24. Check the appropriate method of delivery, if this section is applicable.
25. Name of circuit court where the warrant is issued if different from data element No. 20.
26. Date on which a copy of the affidavit was delivered to circuit court identified in data element No. 21.
27. Title of person delivered a copy of the affidavit to the circuit court clerk's office identified in data element No. 21.
28. Signature of person who delivered this affidavit to the circuit court clerk's office identified in data element No. 21.

Executed on the within-described location on

1

DATE

2

SIGNATURE

3

NAME AND TITLE

2

SIGNATURE

3

NAME AND TITLE

Returned to the Clerk of

4

Circuit Court

on

5

DATE

6

SIGNATURE

7

NAME AND TITLE

Data Elements, *page two*

1. Date inspection warrant executed.
2. Signature of executing officer.
3. Name and title of executing officer.
4. Name of circuit court to whose clerk this warrant was returned.
5. Date warrant is returned to clerk's office.
6. Signature of executing officer.
7. Name and title of executing officer.