

ATTENTION CUSTOMERS FOR:
PUBLIC UTILITIES, PLANNING, ZONING, BUILDING
INSPECTIONS, ENVIRONMENTAL

Effective March 20, 2020

Until further notice, all permit applications, submittals, connection fee applications, Conditional Use Permit applications, Rezoning application, and any other item related to the above mentioned departments, please place all documents in this plastic bin, **HOWEVER**, all payments shall be placed in the Treasurers deposit box on the adjacent wall. Again, all documents go in the plastic bin, all checks and money orders go in the deposit box.



- No cash will be accepted
- On your check or money order, please place in the memo section an identifying name, number, address or other feature that will match to your submission
- Any questions contact this number first: Community Development Main Line 804-556-5860

- Supplemental contact numbers:
 - Public Utilities: 804-556-5835
 - Building Inspections: 804-556-5815
 - Planning/Zoning/Environmental: 804-556-5860
- Building Inspection will still be conducting inspections as usual.

Please know that we greatly value you and your time, so we kindly ask that you allow for additional review time during this difficult period. As always, we will do our best to review all items in an expeditious manner, however, if you have any questions please don't hesitate to call us at 804-556-5860.