



City of Petersburg
VIRGINIA

Department of Planning & Community Development
135 North Union Street, Petersburg, VA 23803
Phone: (804)-481-0800
Email: tjackson@petersburg-va.org
Website: www.petersburgva.gov

ZONING PERMIT APPLICATION

Site Address:

Parcel #:

Type of Work:

Fence

Sign Reface

Amending Existing Permit

Applicant

Property Owner Name:

Owner Phone Number:

Applicant Name:

Owner Address:

Address:

City:

State:

Zip Code:

Phone Number:

Email Address:

Fence

Type:
(Wood, Aluminum, etc)

Height

Open/Closed

Will the fence
surround a pool?*

Is Site Plan Attached?

* Separate Building Permit Required for Pools

–OR–

Sign
Reface

Sign Type

Length

Width

Height

Total
Square
Footage

Proposed
Changes

Picture/
Plans
Attached?

* Missing information may result in delayed review times

** Information must be present for each individual sign

Note: The applicant is responsible for verifying property lines and easements and obtaining written permission from the easement owner prior to construction. Any fence or structure constructed within an existing easement may be subject to removal and/or damage due to maintenance of the easement. The City and/or its representative is not responsible for any damage or replacement due to maintenance of the easement.

I understand that it is my responsibility to investigate and pursue as necessary

- ***Private deed restrictions and covenants regulating construction beyond the limitations contained in Petersburg City Ordinances. Contact your homeowner's association regarding your development's restrictions***
- ***If this is a rental property, it is your responsibility to assure that you have the authority to use this property. The City assumes no liability for its use.***
- ***Administrative processing fees will be deducted from any refund if the permit is voided/cancelled. Applicant agrees to waive a full refund as set in section 107.1.2, in the Virginia Construction Code***

THE SIGNATURE BELOW INDICATES THAT I AGREE TO COMPLY WITH THE CURRENT EDITION OF THE VIRGINIA UNIFORM STATEWIDE BUILDING CODE AND ALL SUPPLEMENTS AND ALL OTHER CITY CODE REQUIREMENTS. THIS APPLICATION IS MADE PURSUANT TO U.S.B.C. SECTION 110. STRUCTURES ARE NOT PERMITTED TO BE PLACED ON EASEMENTS OR RIGHT OF WAYS. THE CITY WILL BE HELD HARMLESS FOR VIOLATION OF THIS POLICY.

This permit will be issued in the name of the listed property owner or licensed contractor. As the permit holder of record you will be responsible and liable for the construction approved on this permit.

Applicant's Signature

Applicant's Name Printed

Date

Approved by:

Staff's Name Printed

Date

INTERNAL USE ONLY

Reviewed by: _____

Application Complete Yes or No

Required Documents Attached Yes or No

Date: _____

Fee Paid (\$50.00) : Yes or No

Check #: _____