

COUNTY OF PRINCE EDWARD, VIRGINIA

[www.co.prince-edward.va.us](http://www.co.prince-edward.va.us)

P. O. Box 382 Farmville, VA 23901  
(434) 392-8838 \* (434) 392-6683 Fax

Coy W. Leatherwood  
Building Official

Office contact: Penny Huskey  
[phuskey@co.prince-edward.va.us](mailto:phuskey@co.prince-edward.va.us)

**\*\* MUST CONTACT BUILDING OFFICE FOR APPOINTMENT \*\***

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REQUIREMENTS  
FOR A PERMIT

COLLOCATION (CELL TOWERS)

§ **Site Information:**

Location of cell tower (site address)  
Specifics on type of collocation

§ **Copy of Contractor's License** (which includes business name, address and phone #).

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- **Separate permit for the equipment shelter needs to be obtained (if applicable).**
  - **Separate permit for the electric needs to be obtained.**
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**Permit Fees:**

Collocation Permit	\$ 500 (+ 2 % state tax)	\$ 510
Electrical Permit	\$ 100 (+ 2 % state tax)	\$ 102
Equipment Shelter (if applicable)	\$ 100 (+ 2 % state tax)	\$ 102

**Make check payable to:**

**Prince Edward County Treasurer**

**Mail to:**

**Prince Edward County  
Building Official  
P. O. Box 382  
Farmville, VA 23901**