

COUNTY OF PRINCE EDWARD, VIRGINIA

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

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

REQUIREMENTS
FOR PERMIT

NEW CONSTRUCTION (CELL TOWERS)

- § **Zoning Permit** (issued from Planning and Zoning Office): must be completed and approved before next steps can be taken. (No Fee)
- § **Highway Entrance Permit** (Virginia Dept. of Transportation - VDOT):
Must contact the Regional Office in Dillwyn, VA (434/ 983-2017)
- § **Site Plans**
- § **Soil & Erosion Plans** (to be submitted with Erosion & Sediment Control Application). Required for more than 10,000 square feet of land being disturbed.
- § **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.**
 - **Separate permit for electric needs to be obtained.**
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Permit Fees:

Building Permit (Cell Tower)	\$ 750 (+ 2 % state tax)	\$ 765
Building Permit (Equipment Shelter)	\$ 100 (+ 2 % state tax)	\$ 102
Electrical Permit	\$ 100 (+ 2 % state tax)	\$ 102
Erosion & Sediment Control	\$ 300 for 1 st acre (+ \$50 each additional acre)	

Make check payable to:

Prince Edward County Treasurer

Mail to:

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