



Planning Application Signature Form

County of Henrico, Virginia

Department of Planning

Henrico Planning: henrico.gov/planning Build Henrico: build.henrico.us

Department of Planning, County of Henrico, Virginia, P.O. Box 90775, Henrico, Virginia 23273-0775** Phone 804-501-4602 planning@henrico.us

**For mail use P.O. Box. For deliveries C/O the Permit Center use street address 4301 E. Parham Road, Henrico, Virginia 23228.

Name of Project: _____ Job# _____

- | | | | | |
|-----------------------------------------------------|-----------------------------------------------------------|--------------------------------------------------|-------------------------------------------------|-----------------------------------------------|
| <input type="checkbox"/> Appeal | <input type="checkbox"/> Conditional Rezoning | <input type="checkbox"/> Minor Construction Plan | <input type="checkbox"/> Pre-Final Subdivision | <input type="checkbox"/> Rezoning |
| <input type="checkbox"/> Clearing & Grubbing Plan | <input type="checkbox"/> Construction Plan | <input type="checkbox"/> Minor Site Plan | <input type="checkbox"/> Preliminary Plat | <input type="checkbox"/> Site Plan |
| <input type="checkbox"/> Comprehensive Signage Plan | <input type="checkbox"/> Covenant Review | <input type="checkbox"/> Minor Subdivision | <input type="checkbox"/> Provisional Use Permit | <input type="checkbox"/> Temporary Use Permit |
| <input type="checkbox"/> Concept Plan | <input type="checkbox"/> Final Plat | <input type="checkbox"/> Plan of Development | <input type="checkbox"/> Proffer Amendment | <input type="checkbox"/> Transfer of Approval |
| <input type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> Landscape, Lighting & Fence Plan | <input type="checkbox"/> Plat Check | <input type="checkbox"/> Recordation | <input type="checkbox"/> Vacation/Easement |
| | | | | <input type="checkbox"/> Variance |

Certification: By signing below the Engineer/Surveyor/Landscape Architect hereby certify that all of the required administrative documents, as requested and noted on the POD/Subdivision Application Checklists, have been submitted in compliance with all County Standards and understand the submission of incomplete or inaccurate information will result in a delay in processing and action on any POD/Subdivision requests.

Access: The property owner authorizes County officials and employees to enter the property during normal business hours in the discharge of their duties in regard to this request.

Application Signatures: *If Power of Attorney is involved, attach [Power of Attorney form](#)

Owner of Record: If more than one owner, use additional signature boxes. By signing below Owner(s) agree to the Access statement above.

Name: _____

E-Mail: _____ Phone: _____

Address: _____

City, State, Zip: _____

Authorized Signature* _____ Print Name _____

Contact Type:

Name: _____

E-Mail: _____ Phone: _____

Address: _____

City, State, Zip: _____

Authorized Signature* _____ Print Name _____

Contact Type:

Name: _____

E-Mail: _____ Phone: _____

Address: _____

City, State, Zip: _____

Authorized Signature* _____ Print Name _____

Engineer/Surveyor/Landscape Architect: If required for POD or Subdivision applications only,

Firm: _____

E-Mail: _____ Phone: _____

Address: _____

City, State, Zip: _____

Authorized Signature* _____ Print Name _____

Contact Type:

Name: _____

E-Mail: _____ Phone: _____

Address: _____

City, State, Zip: _____

Authorized Signature* _____ Print Name _____

Contact Type:

Name: _____

E-Mail: _____ Phone: _____

Address: _____

City, State, Zip: _____

Authorized Signature* _____ Print Name _____