






City of Fairfax, Virginia

Community Development & Planning

10455 Armstrong Street • Room 207A • Fairfax, VA 22030-3630

P 703-385-7820 • www.fairfaxva.gov

How to submit applications to the Department of Community Development & Planning

	Online via Email	Download an application , fill it out completely, and send it along with any other attachments to: zoning@fairfaxva.gov . You will receive an invoice via email to use when paying the application fee online.
	By Mail	Download an application , fill it out completely, and mail it along with a check (for the application fee noted on the top of the application) along with any other attachments to: City of Fairfax, 10455 Armstrong Street, Suite 207A, Fairfax VA 22030. The check should be made payable to “City of Fairfax”.
	In Person – By Appointment Only	In-person appointments may be requested for special circumstances when filing an application. Appointments must be made at least one working day in advance. To schedule an appointment, please call 703-385-7820 or send a message to zoning@fairfaxva.gov .

Visit our website: www.fairfaxva.gov/zoning for helpful information.

You may contact zoning staff at zoning@fairfaxva.gov.



Application #: _____

ZONING PERMIT APPLICATION
RESIDENTIAL USE & OCCUPANCY – NEW HOME CONSTRUCTION

- \$35.00 NON REFUNDABLE FEE -

Please submit the following:

- A completed Zoning Permit application
- \$35.00 Non-Refundable fee
- A final House Location Survey (to scale)
- Certificate of Occupancy (issued by Code Administration Office)

1. JOB LOCATION INFORMATION:

Job Location Address _____ Lot # _____

Total Square Footage of New Residence _____

2. APPLICANT INFORMATION:

Name _____

Address _____

Phone _____ Email _____

Applicant Signature (**REQUIRED**) _____ Date _____

3. PROPERTY OWNER INFORMATION: (Same as Applicant)

Name _____

Address _____

Phone _____ Email _____

Property Owner Signature (**REQUIRED**) _____ Date _____

OFFICE USE ONLY

Receipt # _____ \$35.00

FP YES NO RPA YES NO Tax Map # _____

Zone (Check One): RL RM RH OTHER: _____

Special Approval: (CIRCLE ONE) **BAR Review / Rezoning (Proffers) / Special Exception / Variance / Administrative Adjustment**

Date of approval _____ Reviewed by _____

ZONING OFFICE APPROVAL SIGNATURES

Public Works Site Inspector _____ Date _____

HOLD SITE BOND HOLD E&S BOND RELEASE SITE BOND RELEASE E&S BOND

Board of Architectural Review (BAR) Liaison _____ Date _____

Comments:

Zoning Site Inspection _____ Date _____

Comments:

Bond Administrator (if applicable) _____ Date _____

Comments:

This Application is Approved By _____ Date _____
Zoning Official