



**THE DEPARTMENT OF COMMUNITY DEVELOPMENT
THE JEWELL BUILDING
222 CATOCTIN CIRCLE, SE SUITE 200**

WE HAVE MOVED! HERE'S HOW WE'RE CONTINUING TO SERVE

Online

- Apply for business licenses.
www.leesburgva.gov/BPOL
- Apply for zoning permits, schedule inspections, land development projects, legislative applications, and submit preservation applications (COA).
www.leesburgva.gov/etrakit

Town Hall

- Pay for Public Facility Permit (PFP).
 - Business License Services
- Please visit the Finance counter located on the first floor of Town Hall.**
- Apply for zoning permits, schedule inspections, and submit preservation applications (COA).
- Two kiosks are located on the first-floor of Town Hall.**

222 Catoctin Circle

- Apply for zoning permits, schedule inspections.
- Pick up public hearing signs.
- Submit engineering plan signature sets, make land development application payments, and submit preservation applications (COA).
- Submit plats and deeds for review, pick up plats and deeds for recordation.

Learn more at www.leesburgva.gov/communitydevelopment.
You may also call 703-771-2765 or email permitting@leesburgva.gov.
*Please note, all commission meetings will still take place at Town Hall.