## CitizenServe – Zoning Verification (ZVF)

Welcome to the online portal – www.permitgnv.com \*) **bermitGNV** Search Reports My Account Home Services Contact **Development Projects Building Permits** UBMIT AN APPLICATION MIT AN APPLICA CALCULATE YOUR FEES → SEARCH FOR A PROJECT -SEARCH FOR AN APPLICATIO Rental Housing Neighborhood Enhancement REGISTER YOUR RENTAL LICENSE MIT A COMPLAINT -IF YOUR PROPERTY IS NOT A RENTAL -RENT 5 COPYRIGHT BY ONLINE SOLUTIONS. LLC **citi**senserve **Step 1:** Click the **LOGIN** icon in the top right corner of your screen LOGIN LOGIN Home / My Account / Login Already have an account? New to our Portal? If this is your first time using our portal you'll need to register first. Registering is User Name quick, click the link below to get started REGISTER NOW → \_\_\_\_\_ RGOT YOUR USERNAME → FORGOT YOUR PASSWORD -

Step 2: Click Register Now.

**Step 3:** Under Registration Type, select Other.

**Step 4:** Enter email, first and last name, and phone number.

**Step 5:** Scroll down and enter your username and password. Click Submit.

Step 6: Click the Home tab.

**Step 7:** Under Development Projects, click Submit an Application.

**Step 8:** Next to Project Type, click the drop down and select Zoning Verification. Answer the questions and attach the required documents for the application you are applying for. There is no fee for this service. Once you click Submit, your application will be sent to the planning department for processing.

To check on the status of your application, log into your account. Click My Account. Click View My Requests. Then click on the application # you want to view. Once you're in the application, click on the Reviews tab and this will show you who is reviewing it. The approval letter will be under the Documents tab once approved.