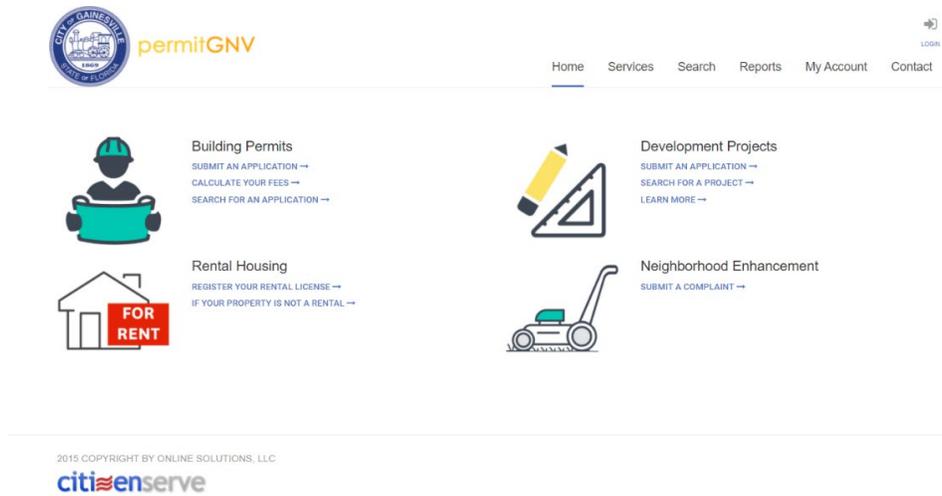


CitizenServe – Zoning Verification (ZVF)

Welcome to the online portal – www.permitgnv.com



Step 1: Click the **LOGIN** icon in the top right corner of your screen

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.