



Residential Building Permit Application

Department of Building Inspection, PO Box 40
 9800 Government Center Parkway, Chesterfield, VA 23832

Phone: 804-748-1057
 Residential Fax: 804-751-4713

www.chesterfield.gov/bi
 Avoid Paper and Apply Online:
<https://aca-prod.accela.com/CHESTERFIELD/>

PERMIT #:

ASSOCIATED PERMIT #:

APPLICABLE CODE:

WORK DESCRIPTION	If a garage is included, what type? (Check): ATTACHED DETACHED NONE		
	Is a deck included? (Check):		YES NO
	Will there be new footers? (Check):		YES NO
	Is there a sprinkler system in building? (CHECK):		YES NO
	What type of property improvement will be made (Please Describe):		
ID	CONTRACTOR NAME:		DPOR LICENSE #:
	CONTRACTOR FULL ADDRESS:		
	CONTRACTOR EMAIL ADDRESS:		CONTRACTOR PHONE #:
AGENTS	CERTIFIED RESPONSIBLE LAND DISTURBER (CRLD)-RESIDENTIAL SINGLE FAMILY ONLY:		CRLD CERTIFICATE #:
	MECHANICS LIEN AGENT-RESIDENTIAL SINGLE FAMILY ONLY:		MECHANICS LEIN AGENT PHONE#:
	MECHANICS LIEN AGENT FULL ADDRESS:		
CONTACT	CONTACT NAME:		CONTACT PHONE #:
	CONTACT FULL ADDRESS: (IF DIFFERENT THAN CONTRACTOR)		CONTACT EMAIL:
OWNER	PROPERTY OWNER NAME (FIRST NAME, LAST NAME OR COMPANY NAME):		OWNER PHONE #:
	PROPERTY OWNER MAILING ADDRESS (SKIP, IF MAILING ADDRESS IS SAME AS JOB LOCATION):		OWNER EMAIL:
JOB INFORMATION	ADDRESS/LOCATION OF WORK TO BE PERFORMED (STREET #/STREET NAME/STREET TYPE OR SUBDIVISION):		SECTION:
			LOT:
What is the estimated cost of STRUCTURAL WORK ONLY (materials and labor)? Do not include the cost of plumbing, mechanical, electrical or other auxiliary work in this estimate:		EST. COST OF CONSTRUCTION	
		\$	

WATER AND BUILDING INFORMATION	Please Check the type of water supply to this property:		COUNTY WATER	WELL
	Please Check the type of disposal used by this property:		COUNTY SEWER	SEPTIC
	If you circled SEPTIC, is there plumbing in the basement of the structure?		YES	NO
	BUILDING HEIGHT (AVG ROOF HEIGHT FROM GRADE):	HOW MANY KITCHENS? (SINK & 1 MAJOR APPLIANCE = 1 KITCHEN):	# OF STORIES (EXCLUDING BASEMENT):	WILL THERE BE A BASEMENT (CHECK)? YES NO

JURAT STATEMENTS	CONTRACTOR EXEMPTION	<p align="center">Complete this section if you are exempt from being a licensed contractor</p> <p>Contractor exemptions- These are common exemptions from being a licensed contractor pursuant to Code of Virginia § 54.1-1101: owner or lessee performing work on a commercial building for his or her own use; owner or lessee performing work on not more than one residential building for his or her own use during any 24-month period; students performing work as part of a technical education project for the construction of portable classrooms or single family homes; governmental agencies performing work with its own forces</p> <p>By checking this box I submit this statement to be true under penalty of perjury that I am not subject to licensure or certification as a contractor or subcontractor pursuant to chapter 11 of title 54.1 of the Code of Virginia, for the work described on this permit application.</p> <input type="checkbox"/>
	BUSINESS LICENSE REQUIREMENT	<p align="center">Business License Requirement</p> <p>Contractors applying for permits must confirm that taxes or license fees required by a county or municipality in Virginia have been paid. If the amount of business done by the contractor in Chesterfield County exceeds \$25,000 YTD, a Chesterfield County Business license is required.</p> <p>By checking this box I submit this statement to be true under penalty of perjury that I have either a valid business license in a Virginia municipality that requires a business license, or I have a valid Chesterfield County business license.</p> <input type="checkbox"/>

OFFICE USE ONLY	SIGNATURE:		DATE:	PLEASE PRINT NAME LEGIBLY:
	BUILDING PERMIT FEE:		ENVIRONMENTAL ENGINEERING FEE:	ENVIRONMENTAL ENGINEERING VSMP FEE:
	PLANNING DEPARTMENT FEE:		ADMINISTRATIVE FEE:	STATE LEVY:
	TOTAL PERMIT FEE:		CASHIER:	DATE:
	TENDER:			
	TZ	EZ	CF	IDT