



# Residential Amendment 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](http://www.chesterfield.gov/bi)

BUILDING PERMIT #:

AUXILIARY PERMIT #:

<b>WORK DESCRIPTION</b>	WHAT TYPE OF PERMIT ARE YOU AMENDING? (PLEASE CHECK)					
	BUILDING	PLUMBING	GAS	MECHANICAL	ELECTRICAL	
	WHAT TYPE OF CHANGES WILL BE MADE? PLEASE DESCRIBE:					
<b>ID</b>	CONTRACTOR NAME:		CONTRACTOR ID #:	CONTRACTOR PHONE #:		
	ANY CHANGE IN MECHANICS LIEN AGENT? LIST CHANGE, ONLY IF DIFFERENT FROM ORIGINAL APPLICATION:			MECHANICS LIEN ID #:		
<b>CONTACT</b>	PRIMARY CONTACT NAME:			CONTACT'S PHONE #:		
	CONTACT FULL ADDRESS: (IF DIFFERENT THAN CONTRACTOR./APPLICANT)			CONTACT EMAIL:		
<b>JOB INFORMATION</b>	ADDRESS/LOCATION OF WORK TO BE PERFORMED (STREET #/STREET NAME/STREET TYPE OR SUBDIVISION LOT/BLOCK/SECTION):					
	WHAT IS THE ADDITIONAL ESTIMATED COST OF STRUCTURAL WORK ONLY (materials and labor)?			EST. COST OF STRUCTURAL WORK: \$		
	WHAT IS THE ADDITIONAL ESTIMATED COST OF ELECTRICAL WORK ONLY (materials and labor)?			EST. COST OF ELECTRICAL WORK: \$		
	WHAT IS THE ADDITIONAL ESTIMATED COST OF MECHANICAL WORK ONLY (materials and labor)?			EST. COST OF MECHANICAL WORK: \$		
	WHAT IS THE ADDITIONAL ESTIMATED COST OF PLUMBING WORK ONLY (materials and labor)?			EST. COST OF PLUMBING WORK: \$		
	WHAT IS THE ADDITIONAL ESTIMATED COST OF GAS WORK ONLY (materials and labor)?			EST. COST OF GAS WORK: \$		
<b>WATER</b>	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 SEPTIC, IS PLUMBING IN THE BASEMENT OF THE STRUCTURE? YES NO					

<b>STRUCTURAL</b>	<b>WHAT ARE THE NEW TOTAL AMOUNTS, AS FOLLOWS?</b>				
	BUILDING HEIGHT (AVG ROOF HEIGHT FROM GRADE):	HOW MANY KITCHENS? (SINK AND 1 MAJOR APPLIANCE QUALIFIES AS 1 KITCHEN):	# OF STORIES (EXCLUDING BASEMENT):	WILL THERE BE A BASEMENT (CHECK):  YES    NO	# OF BEDROOMS:
<b>JURAT STATEMENTS</b>	<b>CONTRACTOR EXEMPTION</b>	<p style="text-align:center;"><b>Complete this section if you are exempt from being a licensed contractor</b></p> <p><b>Contractor exemptions-</b> 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"/>			
	<b>BUSINESS LICENSE REQUIREMENT</b>	<p style="text-align:center;"><b>Business License Requirement</b></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"/>			
	SIGNATURE:		DATE:	PLEASE PRINT NAME LEGIBALLY:	
<b>OFFICE USE ONLY</b>	ENVIRONMENTAL ENGINEERING FEE:	ENVIRONMENTAL ENGINEERING VSMP FEE:			
	\$	\$			
	PLANNING DEPARTMENT FEE:	CASHIER:	DATE:	TENDER:	
	\$			TZ	EZ
	STRUCTURAL AMENDMENT FEE:			CF	IDT
	\$				
	ELECTRICAL AMENDMENT FEE:				
	\$				
	MECHANICAL AMENDMENT FEE:				
	\$				
PLUMBING AMENDMENT FEE:					
\$					
GAS AMENDMENT FEE:					
\$					
ADDITIONAL PERMIT FEE:					
\$					
STATE LEVY:					
\$					
TOTAL PERMIT FEE:					
\$					