

City of Colonial Heights
Department of Building Inspections
201 James Avenue
Colonial Heights, VA 23834



Phone: (804) 520-9297
Fax: (804) 524-8755

COMMERCIAL/RESIDENTIAL BUILDING PERMIT APPLICATION

APPLICATION DATE		SITE PLAN #		SUBDIVISION	
JOB LOCATION			APT/SUITE #		TAX MAP PARCEL #
CONTACT EMAIL ADDRESS					IN CHESBAY/RPA (REQ. SITE PLAN) Y N
ARCHITECT NAME/ADDRESS/CITY/STATE/ZIP			CLIENT ID		ARCHITECT PHONE #
CONTRACTOR NAME/ADDRESS/CITY/STATE/ZIP			CONTRACTOR LIC. #		CONTRACTOR PHONE #
LIEN HOLDER NAME/ADDRESS/CITY/STATE/ZIP					LIEN HOLDER PHONE #
PROPERTY OWNER NAME/ADDRESS/CITY/STATE/ZIP					PROPERTY OWNER PHONE #
TENANT NAME			TENANT USE		
FINISHED SQ. FT.	UNFINISHED SQ. FT.	TOTAL # OF UNITS		# OF ELEVATORS	OCCUPANCY LOAD
WORK DESCRIPTION		CONSTRUCTION TYPE		WORK DONE BY (CIRCLE ONE) OWNER OR CONTRACTOR	
		ESTIMATED COST			
		PERMIT FEE	BUILDING HEIGHT	FRONT SETBACK (FT)	
		STATE LEVY			
Issuance of this building permit shall not be held to permit or to be an approval of the violation of any provision of the city ordinances and codes of any state laws. I hereby acknowledge that I have read this application and know the same to be true and agree to comply with all city ordinances and state laws regulating building construction and use. Signature _____ Print Name _____		ZONING DISTRICT		REAR SETBACK (FT)	
		TOTAL FEE		USE GROUP (CIRCLE) M H E A S B F I	
		LEFT SETBACK (FT)			
		RIGHT SETBACK (FT)			

OWNERS BUILDING/CONSTRUCTING THEIR OWN HOME MUST COMPLETE THE FOLLOWING AFFIDAVIT.

_____, of (address) _____
_____ affirm that I am the owner of the tract or parcel of land at the above location and this is my building permit application. I affirm that I am familiar with the prerequisites of Section 54.1-111 of the Code of Virginia and I am not subject to licensing as a contractor or subcontractor.

Affiant's Signature _____
in the city or county of _____
Virginia, on the _____ of _____, 20 _____
in the presence of the undersigned witness.

Witness' Signature _____

FOR OFFICE USE: CASHIER'S VALIDATION