



# County of Albemarle

Building Permit Application Inspection Line: (434) 972-4179 Voice: (434) 296-5832 Fax: (434) 972-4126

Community Development Department

401 McIntire Road Charlottesville, VA 22902-4596

## PARCEL/OWNER INFORMATION

## STREET ADDRESS

TMP \_\_\_\_\_  
Current Owner(s) \_\_\_\_\_

House #	Street Name	Apt / Suite

## BUILDING WORK INFORMATION

Work Class:	Frame Type:	Water Supply Type:	Sewage Disposal Type:	Footing / Foundation Type:
<input type="checkbox"/> Addition	<input type="checkbox"/> Concrete	<input type="checkbox"/> Artesian Well	<input type="checkbox"/> None	<input type="checkbox"/> Basement
<input type="checkbox"/> Alteration	<input type="checkbox"/> Masonry	<input type="checkbox"/> None	<input type="checkbox"/> Private	<input type="checkbox"/> Crawl Space
<input type="checkbox"/> Demolition	<input type="checkbox"/> Other	<input type="checkbox"/> Private	<input type="checkbox"/> Public	<input type="checkbox"/> None
<input type="checkbox"/> New	<input type="checkbox"/> Steel	<input type="checkbox"/> Central Well	<input type="checkbox"/> _____	<input type="checkbox"/> Other
<input type="checkbox"/> Other	<input type="checkbox"/> Vinyl	<input type="checkbox"/> Public	<input type="checkbox"/> _____	<input type="checkbox"/> Slab
<input type="checkbox"/> Remodel	<input type="checkbox"/> Wood	<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> _____

Jurisdictional Area \_\_\_\_\_

Other Foot / Found Desc.: \_\_\_\_\_

Work Valuation \_\_\_\_\_

Power Company \_\_\_\_\_

Work Description  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Directions  
\_\_\_\_\_  
\_\_\_\_\_

Common Plan of Development Yes No  Don't Know Land Disturbance Area \_\_\_\_\_ Sq. Ft.

Use Group \_\_\_\_\_

Construction Type \_\_\_\_\_

Square Footages:	# of Stories	_____	Porches	_____
	1st Floor	_____	Decks	_____
	2nd Floor	_____	Garage	_____
	3rd Floor	_____	Swimming Pool	_____
	Finished Basement	_____	Unfinished Basement	_____
	Other Habitable	_____	Other Unfinished	_____
<b>Total Habitable Sq. Footage</b>		_____	<b>Total Unfinished Sq. Footage</b>	_____
			<b>Total Building Sq. Footage</b>	_____

Setbacks:

Front	_____	Back	_____
Left Side	_____	Right Side	_____

Zoning Pre-Construction?   
 Fire Alarms Required?   
 Fire Sprinkler NAPA Code Year?

Land Use?   
 Bldg Pre-Construction?



**If you're building a new home on vacant land in the Rural Area, please call the Assessor's office at 434-296-5856 to check on any possible tax consequences of this action.**

Separate permits may be required for Electrical, Plumbing, Heating, Ventilating, and Air Conditioning.

This permit becomes null and void if work or construction authorized is not commenced within 6 months, or if construction or work is suspended or abandoned for a period of 6 months at any time after work is commenced.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

By signing this building permit, the owner and/or their agent hereby grant employees of the Albemarle County Community Development & Real Estate Departments the right to enter and inspect the subject property Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m., holidays excepted.

If you are not the owner of record, please check which applies:

**PRINT OWNER NAME**

I certify that I am the agent for \_\_\_\_\_, The Owner, and am authorized to submit this application on behalf of the Owner under the agency granted to me.

I am neither the Owner nor the Owner's agent. I certify that written notice of this application, by providing a copy of this application, will be mailed to the Owner at the following address:

**PRINT ADDRESS CITY/STATE ZIP CODE**

\_\_\_\_\_  
Within 10 days of today's date as required by Virginia Code §15.2-2204(H). I understand that, if I do not provide the notice to the Owner as provided herein, the building permit application and every other subsequent approval, permit or certificate related thereto could be determined to be

\_\_\_\_\_  
Signature of Owner, Contractor, or Authorized Agent                      Date

\_\_\_\_\_  
Signature of Owner, Contractor, or Authorized Agent                      Date

**ELECTRONIC RECORDS STATEMENT:** Albemarle County is creating and using electronic records and electronic signatures as allowed by the Uniform Electronic Transactions Act (Virginia Code § 59.1-479 et. Seq.). As an applicant to the Building Permit process, you may consent to receive, or have online access to, electronic records and receive and create records having electronic signatures related to Building Permits, Correspondence, Inspection Tickets and Certificates of Occupancy (the Building Permit transactions).

\_\_\_\_\_  
Initials of Owner, Contractor or Authorized Agent                      Date

Your agreement to conduct Building Permit transactions by electronic means does not prevent you from refusing to conduct other transactions by electronic means.