

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) <input type="checkbox"/> Y <input type="checkbox"/> 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)
<p>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.</p> <p>Signature _____</p> <p>Print Name _____</p>		STATE LEVY	ZONING DISTRICT	REAR SETBACK (FT)
		TOTAL FEE	USE GROUP (CIRCLE)	LEFT SETBACK (FT)
			M H	RIGHT SETBACK (FT)
			E A	
S B				
F I				
OWNERS BUILDING/CONSTRUCTING THEIR OWN HOME MUST COMPLETE THE FOLLOWING AFFIDAVIT.		FOR OFFICE USE: CASHIER'S VALIDATION		
<p>_____, 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.</p>				
<p>Affiant's Signature _____ in the city or county of _____</p>				
<p>Virginia, on the _____ of _____ 20_____ in the presence of the undersigned witness.</p>				
<p>Witness' Signature _____</p>				