

# RESIDENTIAL CHANGES

## County of Stafford

Department of Public Works  
PO Box 339  
1300 Courthouse Rd.  
Stafford, Virginia  
22555-0339  
(540) 658-8650  
www.co.stafford.va.us



RECEIVED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

R/E TAXES CURRENT: \_\_\_\_\_

A/P: \_\_\_\_\_

PARENT A/P: \_\_\_\_\_

### JOB LOCATION

STREET ADDRESS: \_\_\_\_\_

TAX MAP #: \_\_\_\_\_ SECTION: \_\_\_\_\_ LOT: \_\_\_\_\_

SUBDIVISION: \_\_\_\_\_

IS THERE A FIRE SUPPRESSION (SPRINKLER) SYSTEM IN THE HOME?  YES  NO

### CURRENT OWNER INFORMATION

NAME: \_\_\_\_\_

CURRENT ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

### BUILDING CONTRACTOR INFORMATION

SAME AS OWNER

CONTRACTOR/ COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

PRINT NAME \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

VIRGINIA CONTRACTORS LICENSE #: \_\_\_\_\_

LICENSE CLASS: \_\_\_\_\_ LICENSE DESIGNATION: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_

By signing the above, I certify that (1) I am duly licensed under the Virginia Code to perform the work contemplated by this application, and/or (2) I am authorized by the contractor stated above to sign on behalf of the contractor, which is duly licensed to perform the work contemplated by this application.

### APPLICANT INFORMATION

SAME AS CONTRACTOR  SAME AS OWNER

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

### TOTAL VALUATION

DECLARED PROJECT VALUE \$ \_\_\_\_\_  
(Total contract value)

CALCULATED PROJECT VALUE \$ \_\_\_\_\_  
(Per ICC)

**MECHANICAL CONTRACTOR INFORMATION**

SAME AS OWNER

CONTRACTOR/ COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

PRINT NAME \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

VIRGINIA CONTRACTORS LICENSE #: \_\_\_\_\_

LICENSE CLASS: \_\_\_\_\_ LICENSE DESIGNATION: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_

ESTIMATED VALUE OF WORK: \_\_\_\_\_

By signing the above, I certify that (1) I am duly licensed under the Virginia Code to perform the work contemplated by this application, and/or (2) I am authorized by the contractor stated above to sign on behalf of the contractor, which is duly licensed to perform the work contemplated by this application.

**ELECTRICAL CONTRACTOR INFORMATION**

SAME AS OWNER

CONTRACTOR/ COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

PRINT NAME \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

VIRGINIA CONTRACTORS LICENSE #: \_\_\_\_\_

LICENSE CLASS: \_\_\_\_\_ LICENSE DESIGNATION: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_

ESTIMATED VALUE OF WORK: \_\_\_\_\_

By signing the above, I certify that (1) I am duly licensed under the Virginia Code to perform the work contemplated by this application, and/or (2) I am authorized by the contractor stated above to sign on behalf of the contractor, which is duly licensed to perform the work contemplated by this application.

**PLUMBING CONTRACTOR INFORMATION**

SAME AS OWNER

CONTRACTOR/ COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

PRINT NAME \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

VIRGINIA CONTRACTORS LICENSE #: \_\_\_\_\_

LICENSE CLASS: \_\_\_\_\_ LICENSE DESIGNATION: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_

ESTIMATED VALUE OF WORK: \_\_\_\_\_

By signing the above, I certify that (1) I am duly licensed under the Virginia Code to perform the work contemplated by this application, and/or (2) I am authorized by the contractor stated above to sign on behalf of the contractor, which is duly licensed to perform the work contemplated by this application.

**DESCRIPTION OF WORK**

**SQUARE FOOTAGE OF INVOLVED AREA**

USBC Edition:	Basement:
	1st Floor:
	2nd Floor:
	3 <sup>rd</sup> Floor:
	Decks:                      Dimensions:
	Porches/Stoops:              Dimensions:
	Garage/Carport:
	Gross Square Footage:
	Land Disturbance Gross Square Footage:

**PROJECT INFORMATION**

**CHECK APPROPRIATE FIELD OR ENTER QUANTITY WHERE REQUIRED**

<input type="checkbox"/> Addition	<input type="checkbox"/> Bedroom	<input type="checkbox"/> Hot Tub	<input type="checkbox"/> Porch, Enclosed (conditioned)
<input type="checkbox"/> Alteration	<input type="checkbox"/> Carport	<input type="checkbox"/> Other	<input type="checkbox"/> Porch, Screen
<input type="checkbox"/> Barn	<input type="checkbox"/> Deck	<input type="checkbox"/> Pool, Above Ground	<input type="checkbox"/> Roof
<input type="checkbox"/> Basement	<input type="checkbox"/> Foundation	<input type="checkbox"/> Pool, In-Ground	<input type="checkbox"/> Shed
<input type="checkbox"/> Basement Egress	<input type="checkbox"/> Garage, Attached	<input type="checkbox"/> Pool Deck	<input type="checkbox"/> Sunroom/ 3 Season Room
<input type="checkbox"/> Bathroom	<input type="checkbox"/> Garage, Detached	<input type="checkbox"/> Porch	<input type="checkbox"/> Window/Door

**MECHANICAL**

<input type="checkbox"/> HVAC/Mechanical	<input type="checkbox"/> # Fireplace Insert (select) Wood or Gas	<input type="checkbox"/> #Tank/Above Ground
<input type="checkbox"/> # Air Conditioner	<input type="checkbox"/> # Gas Appliances	<input type="checkbox"/> Gas Piping
<input type="checkbox"/> # Chimney Re-Line	<input type="checkbox"/> # Gas Logs	<input type="checkbox"/> # Heat Pumps
<input type="checkbox"/> # Fireplace (select) Masonry or Prefab Wood or Gas		<input type="checkbox"/> #Tank /In-Ground
		<input type="checkbox"/> #Tank Removal
		<input type="checkbox"/> #Woodstove

**ELECTRICAL**

<input type="checkbox"/> Electrical	<input type="checkbox"/> Meter	<input type="checkbox"/> # Outdoor Light Pole
<input type="checkbox"/> # Alt. Energy Device	<input type="checkbox"/> Meter Upgrade	<input type="checkbox"/> # Sub Panel/ Transfer Switch
<input type="checkbox"/> Generator	<input type="checkbox"/> Temp Meter expire date _____	

**PLUMBING**

<input type="checkbox"/> Plumbing	<input type="checkbox"/> Lawn Sprinkler	<input type="checkbox"/> Sewer Connect
<input type="checkbox"/> # Hot Water Heater	<input type="checkbox"/> Pipe Replacement	<input type="checkbox"/> Water Connect
<input type="checkbox"/> Interior Drain Tile	<input type="checkbox"/> Septic	<input type="checkbox"/> Well

**TIME LIMITATION OF APPLICATION**

**2009 Virginia Uniform Statewide Building Code 108.8**

An application for a permit for any proposed work shall be deemed to have been abandoned six months after the date of filing unless such application has been pursued in good faith or a permit has been issued, except that the building official is authorized to grant one or more extensions of time if a justifiable cause is demonstrated.

APPLICANT INITIALS: \_\_\_\_\_

**APPLICANT AGREEMENT**

All information on this form is part of the application and must be complied with. I hereby certify that I have authority to make this application, that the information is complete and correct and that the work performed and equipment installed will conform to the Virginia Uniform Statewide Building Code and other applicable laws and regulations which relate to the property.

NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**NOTICE**

Stafford County treats all applications and applicants equally. The County does not discriminate against religion, or on the basis of race, sex, age, national origin, or disability, in its planning, permitting, utilities, and land use processes.

Under the laws of the United States and the Commonwealth of Virginia, no government may discriminate against any religion or on the basis of race, sex, age, national origin, or disability, in its planning, permitting, utilities, and land use processes.

Under the Religious Land Use and Institutionalized Persons Act ("RLUIPA"), no government may apply its zoning or land use laws, or its policies and procedures in a manner that unjustifiably imposes a substantial burden on the religious exercise of a person, assembly, or institution.

RLUIPA also provides that no government may apply its zoning or land use laws in a manner that treats a religious assembly or institution on unequal terms with a non-religious institution or assembly.

Finally, RLUIPA provides that no government may impose or implement a land use regulation in a manner that discriminates against a religious assembly or institution.

Stafford County does not discriminate in its planning, permitting, utilities, and land use processes, practices, and policies. Stafford County treats all applications and applicants equally.

**OFFICE USE ONLY**

