



CITY OF RICHMOND

DEPARTMENT OF
PLANNING AND DEVELOPMENT REVIEW
BOARD OF ZONING APPEALS

July 8, 2019

William and Louise Wiltshire
704 Westover Road
Richmond, Virginia 23220

ARCHITECTUREFIRM
309 North Adams Street
Richmond, Virginia 23220
Attn: Danny MacNelly, AIA

To Whom It May Concern:

RE: **BZA 35-2019**

You are hereby notified that the Board of Zoning Appeals will hold a public hearing on Wednesday, August 7, 2019 at 1:00 p.m. in the 5th floor conference room, City Hall, 900 East Broad Street, to consider an application for a building permit to split an existing lot improved with a single-family detached dwelling and to construct a new single-family detached dwelling on the proposed vacant lot at 704 WESTOVER ROAD (Tax Parcel Number W000-1107/004), located in an R-2 (Single-Family Residential District).

Please be advised that the applicant or the applicant's representative must be present at the hearing. The Board of Zoning Appeals Rules of Procedure provides that in the case of an application for a variance or a special exception, the applicant, proponents or persons aggrieved under §15.2-2314 of the Code of Virginia, shall be permitted a total of six (6) minutes each to present their case. The Board of Zoning Appeals will withhold questions until the conclusion of the respective presentations.

Finally, when you submitted your application to the zoning office you were given an handout entitled, Suggestions for Presenting Your Case to the Board, which indicated that you should discuss your request with your neighbor(s) and neighborhood

BZA 35-2019
Page 2
July 8, 2019

association(s) prior to appearing before the Board of Zoning Appeals. Contact information for civic group(s) can be found by navigating to the Civic Group webpage of the City's website at <http://www.richmondgov.com/PlanningAndDevelopmentReview/civicasociationgroupinformation.aspx> . Once there, you can search for your property using the interactive map. A dialogue box will provide you with the names of all civic groups within which your property may lie. Once you have those group names, simply scroll down the page to the appropriate group(s) to find the contact information for each.

Please be advised that if you fail to discuss your request with your neighbors and neighborhood association(s), you should anticipate that your case will be continued until the Board's next regularly scheduled meeting. Please note that the Board's Rules of Procedure require payment of a \$150.00 continuance fee if the applicant must request a continuance for the reason that the applicant failed to discuss their case with their neighbors and neighborhood association(s). Please contact your neighborhood association to determine their meeting schedule. Be sure you allow yourself enough time to talk to all concerned parties prior to the hearing before the Board. For your convenience a list of the property owner(s) which have been identified based on the City Assessor's records as being located within a 150' radius of subject property is being provided to you (see attachment).

If you have any questions regarding the Board's procedures or any issue involving presentation of your case, please feel free to contact me.

Very truly yours,



Roy W. Benbow, Secretary
Phone: (804) 240-2124
Fax: (804) 646-5789
E-mail: Roy.Benbow@richmondgov.com

cc: Zoning Administrator

Notice of this meeting is being sent to the persons whom the Board of Zoning Appeals believes to be property owners in the immediate vicinity of the property concerned in this application. This notice is for their information only, and there is no need for them to appear unless they so desire. The Board will, however, welcome such views as any persons care to express during the hearing on this application.

Barrett Michael
705 Spottswood Rd
Richmond VA 23220

City Of Richmond Recreation & Parks
1209 Admiral St
Richmond VA 23220

Corte Demetrio Jaime
701 Spottswood Rd
Richmond VA 23220

Elliott Matthew & Ashley Poindexter
703 Spottswood Rd
Richmond VA 23220

Ghazinouri Roshanak & Quarterman Dale
8470 McClellan Rd
Mechanicsville VA 23111

Hopkins Joseph M
709 Spottswood Road
Richmond VA 23220

Mcfadden James M & Randi L
413 Stuart Cir Unit 4c
Richmond VA 23220

Wallace Gordon W & Caroline T
706 Westover Rd
Richmond VA 23220

Property: 704 Westover Road Parcel ID: W0001107004

Parcel

Street Address: 704 Westover Road Richmond, VA 23220-
Owner: WILTSHIRE WILLIAM B TRS AND LOUISE B WILTSHIRE TRS
Mailing Address: 704 WESTOVER RD, RICHMOND, VA 2322000000
Subdivision Name : WILLIAM BYRD TERRACE
Parent Parcel ID:
Assessment Area: 230 - Rosewood/Idlewood
Property Class: 120 - R Two Story
Zoning District: R-2 - Residential (Single Family)
Exemption Code: -

Current Assessment

Effective Date: 01/01/2019
Land Value: \$355,000
Improvement Value: \$959,000
Total Value: \$1,314,000
Area Tax: \$0
Special Assessment District: None

Land Description

Parcel Square Feet: 34838
Acreage: 0.7998
Property Description 1: 0241.32X0156.48 IRG0000.7998 AC
State Plane Coords(?<#>): X= 11779658.620605 Y= 3723149.322454
Latitude: 37.54364859 , **Longitude:** -77.47643921

Description

Land Type: Residential Lot C
Topology: Level
Front Size: 241
Rear Size: 156
Parcel Square Feet: 34838
Acreage: 0.7998
Property Description 1: 0241.32X0156.48 IRG0000.7998 AC
Subdivision Name : WILLIAM BYRD TERRACE
State Plane Coords(?<#>): X= 11779658.620605 Y= 3723149.322454
Latitude: 37.54364859 , **Longitude:** -77.47643921

Other

Street improvement: Paved
Sidewalk: Yes

Assessments

Assessment Year	Land Value	Improvement Value	Total Value	Reason
2019	\$355,000	\$959,000	\$1,314,000	Reassessment
2018	\$355,000	\$948,000	\$1,303,000	Reassessment
2017	\$355,000	\$892,000	\$1,247,000	Reassessment
2016	\$355,000	\$843,000	\$1,198,000	Reassessment
2015	\$330,000	\$862,000	\$1,192,000	Reassessment
2014	\$330,000	\$862,000	\$1,192,000	Reassessment
2013	\$330,000	\$862,000	\$1,192,000	Reassessment
2012	\$330,000	\$862,000	\$1,192,000	Reassessment
2011	\$330,000	\$898,000	\$1,228,000	CarryOver
2010	\$330,000	\$898,000	\$1,228,000	Reassessment
2009	\$330,000	\$897,600	\$1,227,600	Reassessment
2008	\$330,000	\$897,600	\$1,227,600	Reassessment
2007	\$330,000	\$884,300	\$1,214,300	Correction
2006	\$331,000	\$834,300	\$1,165,300	Reassessment
2005	\$314,400	\$724,900	\$1,039,300	Reassessment
2004	\$285,800	\$659,000	\$944,800	Reassessment
2003	\$285,800	\$659,000	\$944,800	Reassessment
2002	\$248,500	\$573,000	\$821,500	Reassessment
2001	\$210,600	\$485,600	\$696,200	Reassessment
2000	\$180,000	\$388,500	\$568,500	Reassessment
1998	\$180,000	\$370,000	\$550,000	Not Available

Transfers

Transfer Date	Consideration Amount	Grantor Name	Deed Reference	Verified Market Sale Description
02/14/2008	\$0	WILTSHIRE WILLIAM B	ID2008-4016	2 - INVALID SALE-Relation Between Buyer/Seller
05/26/1995	\$505,000	Not Available	00440-0452	
05/09/1991	\$450,000	Not Available	000266- 01674	
12/31/1986	\$0	Not Available	000107- 01777	

Planning

Master Plan Future Land Use: SF-LD
Zoning District: R-2 - Residential (Single Family)
Planning District: Near West
Traffic Zone: 1130
City Neighborhood Code: BYDP
City Neighborhood Name: Byrd Park
Civic Code: 1350
Civic Association Name: William Byrd Terrace Civic Association
Subdivision Name: WILLIAM BYRD TERRACE
City Old and Historic District:
National historic District:
Neighborhoods in Bloom:
Redevelopment Conservation Area:

Economic Development

Care Area: -
Enterprise Zone:

Environment

100 YEAR Flood Plain Flag: Contact the Water Resources Division at 646-7586.
500 YEAR Flood Plain Flag: N
Resource Protection Flag: Contact the Water Resources Division at 646-7586.
Wetland Flag: N

Census

Census Year	Block	Block Group	Tract
2000	1026	0416001	041600
1990	105	0416001	041600

Schools

Elementary School: Cary
Middle School: Hill
High School: Jefferson

Public Safety

Police Precinct: 3
Police Sector: 313
Fire District: 12
Dispatch Zone: 042B

Public Works Schedules

Street Sweep: TBD
Leaf Collection: TBD
Refuse Collection: Wednesday
Bulk Collection: TBD

Government Districts

Council District: 5
Voter Precinct: 503
State House District: 69
State Senate District: 10
Congressional District: 4

Extension 1 Details

Extension Name: R01 - Residential record #01
Year Built: 1920
Stories: 2
Units: 0
Number Of Rooms: 10
Number Of Bed Rooms: 4
Number Of Full Baths: 3
Number Of Half Baths: 1
Condition: good for age
Foundation Type: 1/2 Bsmt, 1/2 Crawl
1st Predominant Exterior: Brick
2nd Predominant Exterior: N/A
Roof Style: Gable-Hip
Roof Material: Comp sh to 235#
Interior Wall: Plaster
Floor Finish: Hardwood-specialty
Heating Type: Baseboard
Central Air: Y
Basement Garage Car #: 0
Fireplace: Y
Building Description (Out Building and Yard Items) : Residential Gazebo, Residential Pool
In Ground

Extension 1 Dimensions

Finished Living Area: 5713 Sqft
Attic: 0 Sqft
Finished Attic: 0 Sqft
Basement: 1350 Sqft
Finished Basement: 0 Sqft
Attached Garage: 528 Sqft
Detached Garage: 0 Sqft
Attached Carport: 0 Sqft
Enclosed Porch: 0 Sqft
Open Porch: 524 Sqft
Deck: 0 Sqft

<#>

Property Images

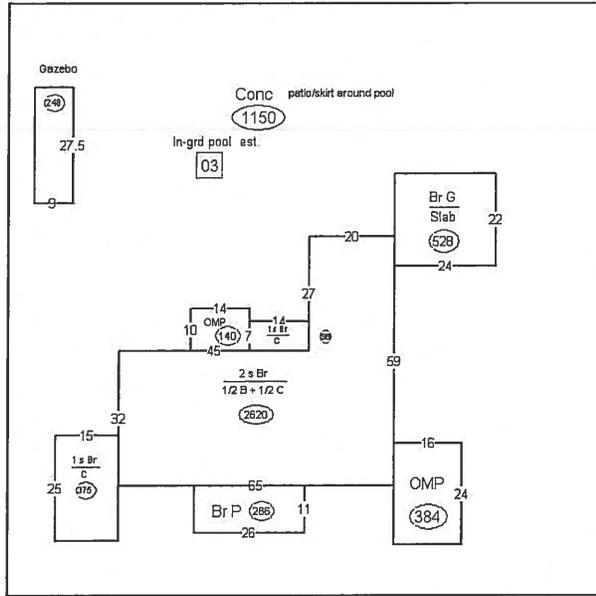
Name:W0001107004 Desc:R01



[Click here for Larger Image](#)

Sketch Images

Name: W0001107004 Desc: R01



RICHMOND BOARD OF ZONING APPEALS APPLICATION FORM



THE RICHMOND ZONING ADMINISTRATION OFFICE
ROOM 110, CITY HALL, 900 EAST BROAD STREET
RICHMOND, VIRGINIA 23219
(804) 646-6340

TO BE COMPLETED BY THE APPLICANT

PROPERTY

OWNER: William and Louise Wiltshire

PHONE: (Home) (804) 349-9997 (Mobile) (240) 413-2000

ADDRESS: 704 Westover Road

FAX: () _____ (Work) () _____

Richmond, Virginia 23220

E-mail Address: buckwilt@gmail.com

PROPERTY OWNER'S

REPRESENTATIVE: ARCHITECTUREFIRM

PHONE: (Home) (804) 922-3061 (Mobile) () _____

(Name/Address) 309 North Adams Street

FAX: () _____ (Work) () _____

Richmond, Virginia 23220

E-mail Address: dmacnelly@architecturefirm.co

Attn: Danny MacNelly, AIA

TO BE COMPLETED BY THE ZONING ADMINISTRATION OFFICE

PROPERTY ADDRESS (ES) 704 Westover Road

TYPE OF APPLICATION: VARIANCE SPECIAL EXCEPTION OTHER _____

ZONING ORDINANCE SECTION NUMBERS(S): 30-300 & 30-404.4

APPLICATION REQUIRED FOR: A building permit to split an existing lot improved with a single-family detached dwelling and to construct a new single-family detached dwelling on the proposed vacant lot.

TAX PARCEL NUMBER(S): W000-1107/004 ZONING DISTRICT: R-2 (Single-Family Residential)

REQUEST DISAPPROVED FOR THE REASON THAT: The lot area requirement is not met. A lot area of fifteen thousand square feet (15,000 SF) and a lot width of ninety feet (90') are required. For zoning purposes, one (1) lot having a lot area of 34,838.0 square feet and a lot width of 241.3 feet currently exists; a lot area of 12,803.0 square feet (#702) is proposed.

DATE REQUEST DISAPPROVED: June 13, 2019

FEE WAIVER: YES NO:

DATE FILED: June 13, 2019 TIME FILED: 3:30 p.m. REPAIRED BY: David Duckhard RECEIPT NO. BZAR-056061-2019

AS CERTIFIED BY: William [Signature] (ZONING ADMINISTRATOR)

I BASE MY APPLICATION ON:

SECTION 17.20 PARAGRAPH(S) _____ OF THE CHARTER OF THE CITY OF RICHMOND

SECTION 15.2 -2309.2 OF THE CODE OF VIRGINIA [OR]

SECTION 1940.3 PARAGRAPH(S) (2) OF THE ZONING ORDINANCE OF THE CITY OF RICHMOND

TO BE COMPLETED BY APPLICANT

I have received the handouts, *Suggestions for Presenting Your Case to the Board & Excerpts from the City Charter*

I have been notified that I, or my representative, must be present at the hearing at which my request will be considered.

SIGNATURE OF OWNER OR AUTHORIZED AGENT: [Signature]

DATE: 27 JUNE 2019

***** TO BE COMPLETED BY THE SECRETARY TO THE BOARD OF ZONING APPEALS *****

CASE NUMBER: BZA 35-2019 HEARING DATE: August 7, 2019 AT _____ 1:00 P.M.

BOARD OF ZONING APPEALS CASE BZA 35-2019
150' Buffer

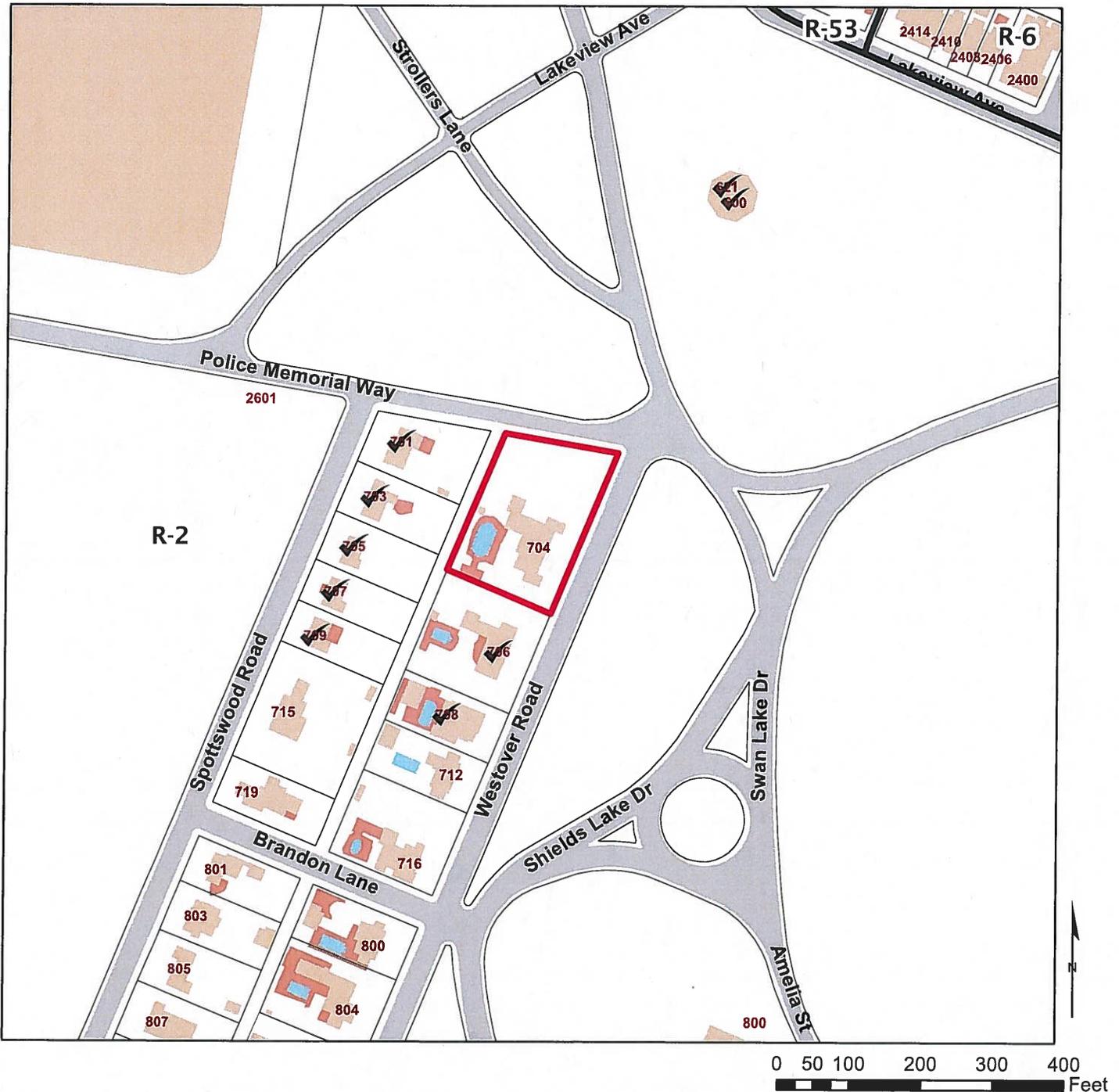
APPLICANT(S): William and Louise Wiltshire

PREMISES: 704 Westover Road

(Tax Parcel Number W000-1107/004)

SUBJECT: A building permit to split an existing lot improved with a single-family detached dwelling and to construct a new single-family detached dwelling on the proposed vacant lot.

REASON FOR THE REQUEST: Based on Sections 30-300 & 30-404.4
of the Zoning Ordinance for the reason that:
The lot area requirement is not met.





BOARD OF ZONING APPEALS PRESENTATION SUGGESTIONS

CITY OF RICHMOND, VIRGINIA

When presenting your request for a variance or exception to the Board of Zoning Appeals, it is important that you consider the points outlined below. The City Charter requires that every decision of the Board must be based upon a finding of fact that the Board must determine from sworn testimony, together with pertinent evidence, presented at its public hearing. It is essential that the Board receive thorough and complete information in order for it to adequately consider your case and make an informed decision.

1. The powers and duties of the Board of Zoning Appeals are specified in Section 17.20 of the City Charter and Article X, Division 5, of the Zoning Ordinance. The Zoning Office will assist you in identifying how your case should be filed. If you have questions regarding your case filing, please contact the Zoning Administration Office (646-6340/6701). Please review the applicable provisions of the City Charter or the Zoning Ordinance thoroughly and address them when presenting your case to the Board to show that the applicable requirements have been satisfied.
2. The Board of Zoning Appeals is a quasi-judicial board whose decisions are controlled by statutory law and also take into consideration applicable case law that has been handed down by the Richmond Circuit Court and the Virginia Supreme Court. The Board suggests that if you have any legal questions regarding statutory or case law as it may apply to your application, that those legal issues should be discussed with an attorney before you make your final decision to submit an application to the Board.
3. The Board considers it absolutely essential that you discuss your case with your neighbors (notification letters are sent to property owners within a 150-foot radius of your property) as well as your neighborhood association(s). Information regarding your neighborhood association(s) and/or contact person(s) may be obtained from the City's website at <http://www.richmondgov.com/PlanningAndDevelopmentReview/civicasociationgroupinformation.aspx>. Once on the page, you can search for your property using the interactive map. A dialogue box will provide you with the names of all civic groups within which your property may lie. Once you have those group names, scroll down the page to the appropriate group(s) to find the contact information for each.
4. **Please be advised that if you fail to discuss your request with your neighbors and neighborhood association(s), you should anticipate that your case will be continued until the Board's next regularly scheduled meeting.** It is highly recommended that you contact your neighborhood association as soon as possible to determine their meeting schedule in order to be sure you allow yourself enough time to talk to all concerned parties prior to the hearing before the Board. The Board's Rules of Procedure require payment of a \$150.00 continuance fee if the applicant must request a continuance for the reason that the applicant failed to discuss their case with their neighbor(s) or neighborhood association(s).
4. You are also strongly encouraged to discuss your pending case with the Secretary of the Board, Roy Benbow (804-240-2124) well before the hearing. The Secretary can be helpful by explaining the BZA public hearing process.
5. Utilizing photographs, plans, maps, diagrams and such other written or graphic evidence as needed to fully explain your request can be a great help to the Board in understanding your request and thereby improve your chances for success. Remember a picture is worth a thousand words.
6. Note that, although the Board is not authorized to grant a waiver from the zoning regulations based on financial circumstances alone, it may be a factor to be taken into consideration along with other facts in a case. If your case involves such a factor, please provide the Board with complete and relevant financial information for its review.
7. The Board's hearings are informal, although all testimony is taken under oath. You are not required to be represented by an attorney in presenting your case. However, if you choose, you may have legal representation and/or may utilize such technical experts or other persons to testify on your behalf as you feel are needed to adequately explain your request to the Board.

Acknowledgement of Receipt by Applicant or Authorized Agent:

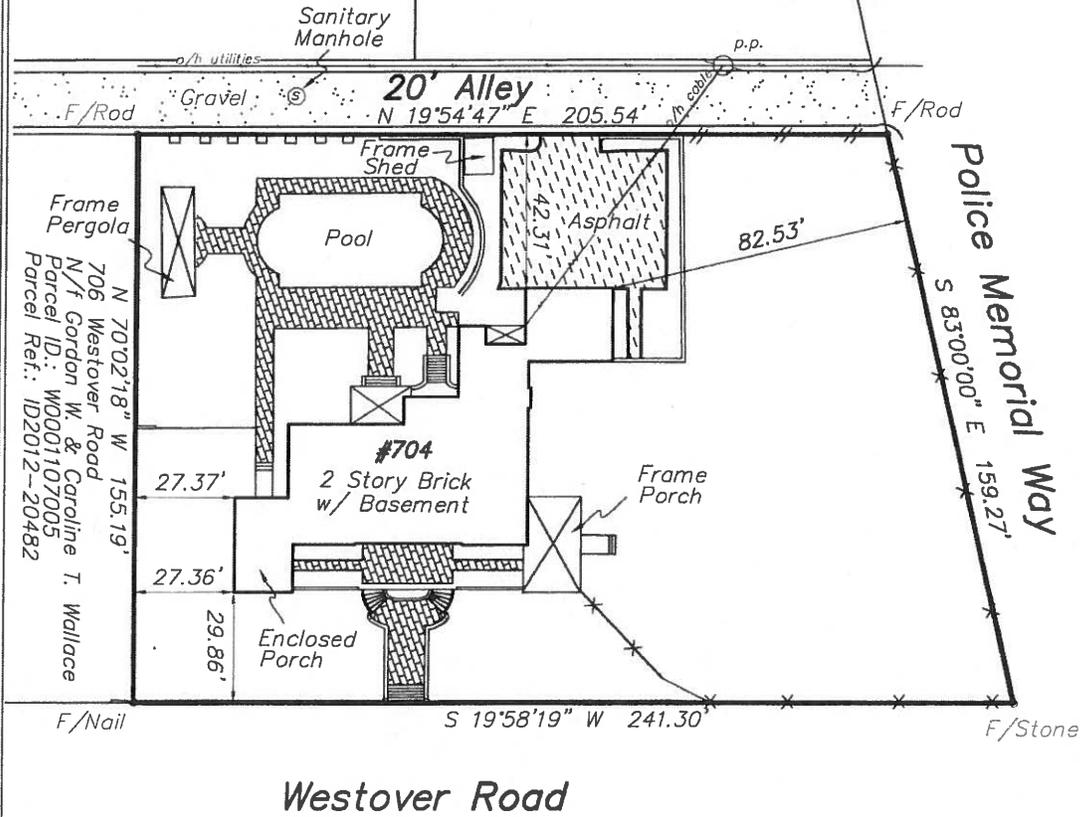
(Revised: 4/28/16)

Current Owner: William B. & Louise V. Wiltshire Trust
 Property Address: 704 Westover Road
 Parcel ID: W0001107004
 Property Reference: ID2008-4016

703 Spottwood Rd.
 N/f Matthew Elliott &
 Ashley Poindexter
 Parcel ID.: W0001107023
 Parcel Ref.: ID2017-16084

701 Spottwood Rd.
 N/f Demetrio Jaime Corte
 Parcel ID.: W0001107024
 Parcel Ref.: IW2014-705

City Baseleine
 SHT. NO. 15-S.W.



This is to certify that on 04/12/19 I made an accurate field survey of the premises shown hereon that all improvements and easements known or visible are shown hereon, that there are no encroachments by improvements either from adjoining premises or from subject premises upon adjoining premises other than shown hereon. THIS PLAT WAS MADE WITHOUT THE BENEFIT OF A TITLE SURVEY OR REPORT.

FLOOD INSURANCE NOTE: By graphics plotting only, this property is in ZONE X of the Flood Insurance Rate Map, Community Panel No. 510129--0036D effective date of 04/02/19. Exact designations can only be determined by an Elevation Certificate. Based on the above information, this property is not in a Special Flood Hazard Area.

Plat Showing
 Location of Improvements on
 The Property Known As
 704 Westover Road
 Located in the City of
 Richmond, Virginia



Edwards, Kretz, Lohr & Associates, Inc.
 Land Surveyors-Planners
 Virginia-North Carolina
 4914 Radford Avenue, Suite 206
 Richmond, Virginia, 23230
 Phone (804) 673-9666
 Fax (804) 673-9990

Scale: 1"=40' Date: 05/12/2019
 Drawn: TMN Checked: JAL
 Job: 1187-19

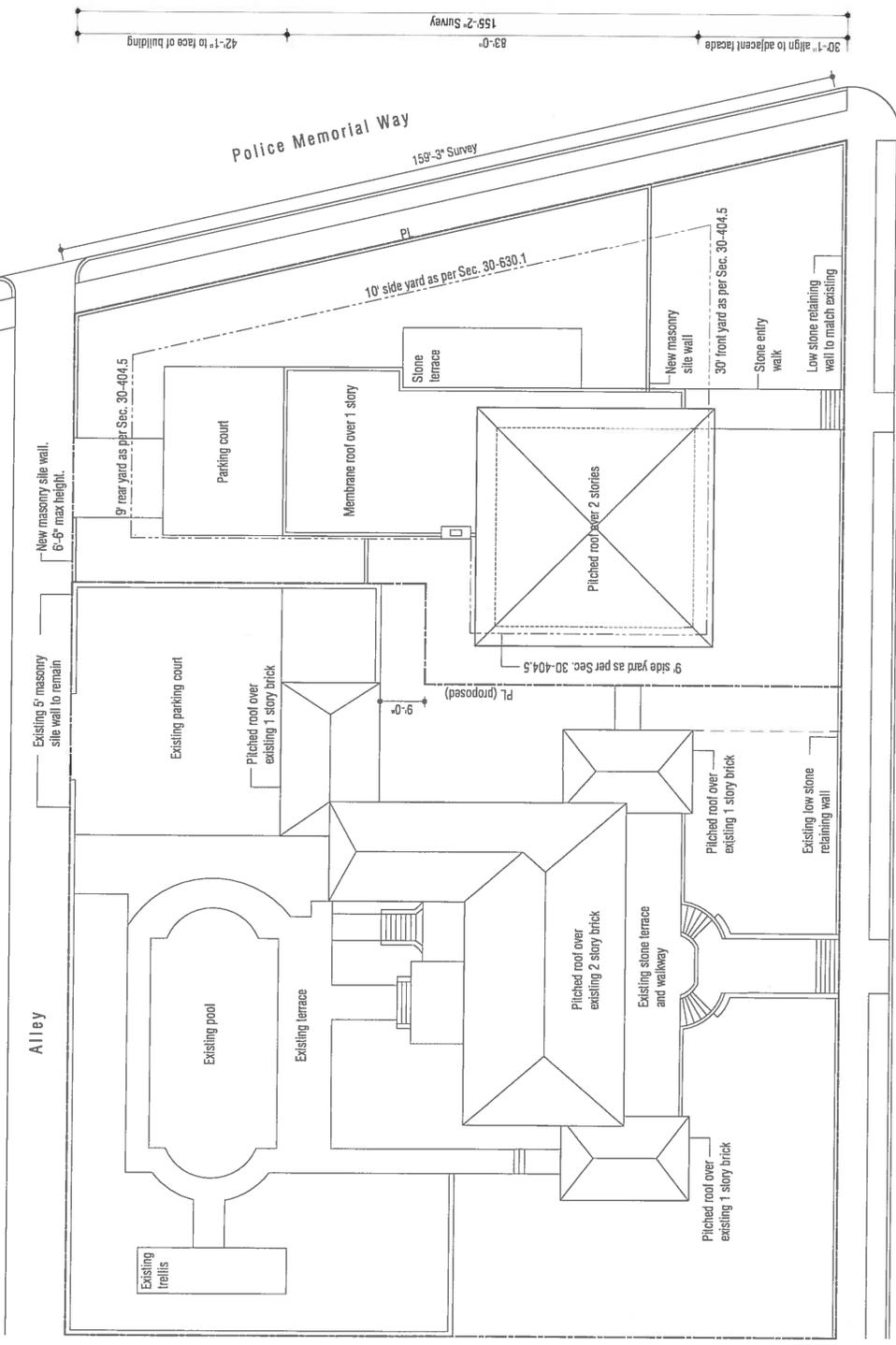
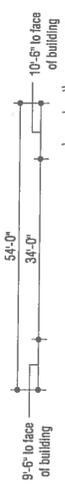
Area Calculations

Existing:	34638 sf
704 lot area:	
Proposed:	22035 sf
704 lot area:	12803 sf
Maximum footprint:	3222 sf
Building footprint:	2965 sf
Ground Level gross floor area:	2690 sf
Second Level gross floor area:	1450 sf

ARCHITECTURE FIRM
www.architecturefirm.co
804-308-8007

Byrd Park House
702 Westover Road
Richmond, VA

Notes



Zoning Application
14 June 2019
Previous Issue:

Site Plan

3/32" = 1'-0"

A010.00

ARCHITECTURE FIRM
www.architecturefirm.co
804-308-8007

Byrd Park House
702 Westover Road
Richmond, VA

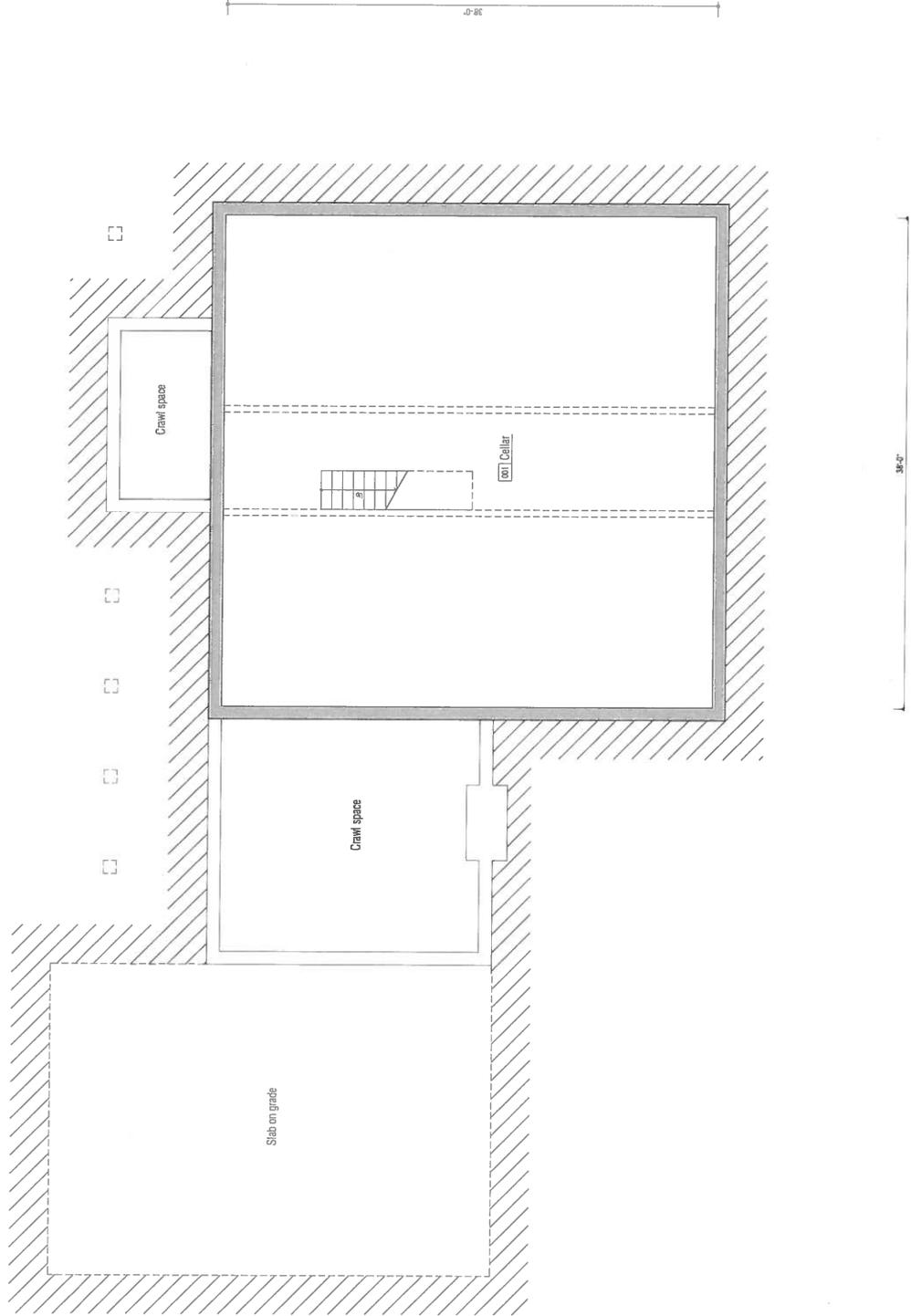
Notes

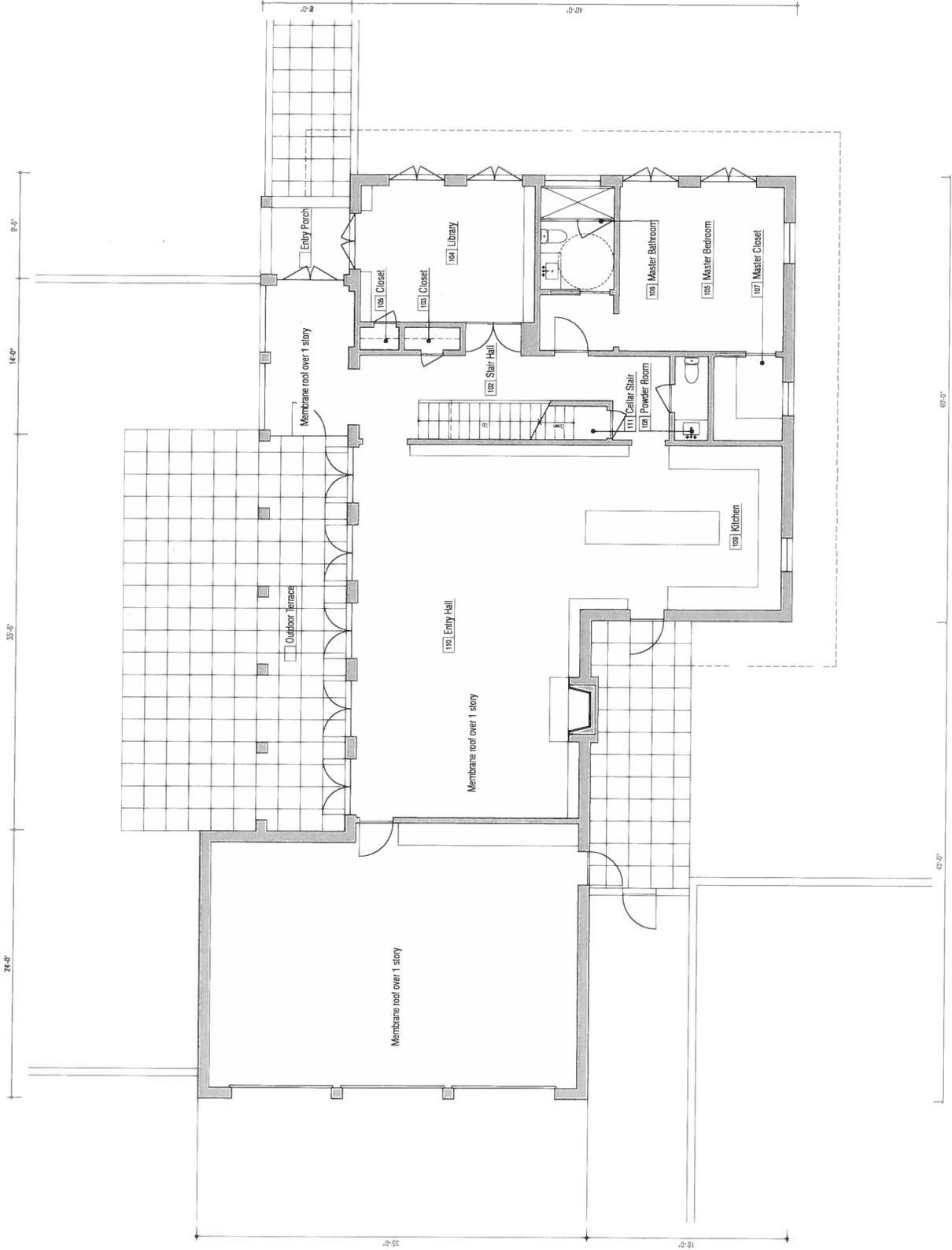
Zoning Application
14 June 2019
Project Name:

Floor Plan
Cellar Level

1/4" = 1'-0"

A100.00





ARCHITECTURE FIRM
www.architecturefirm.co
804-308-8007

Byrd Park House
702 Westover Road
Richmond, VA

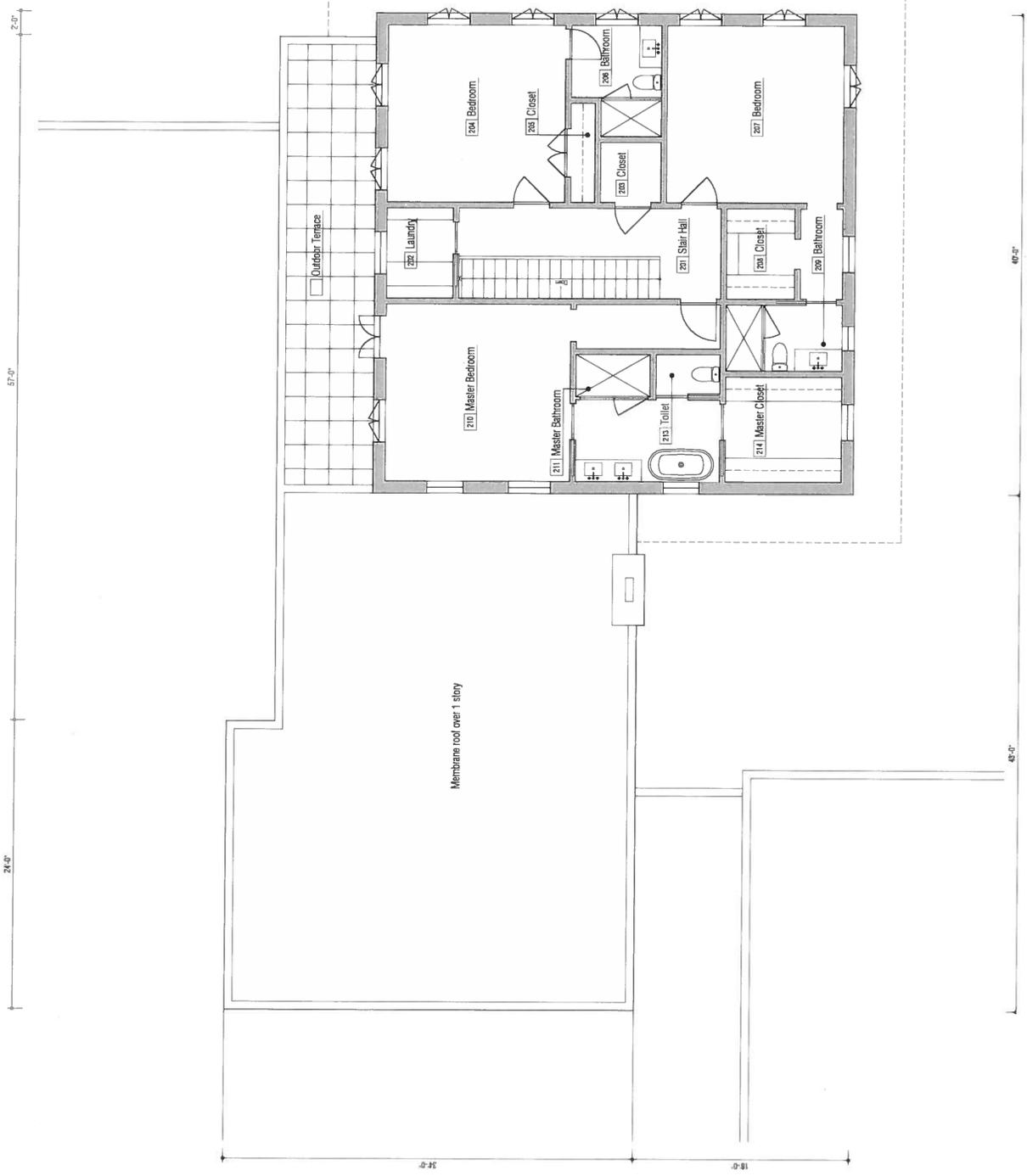
Notes

Zoning Application
14 June 2019
Previous issues:

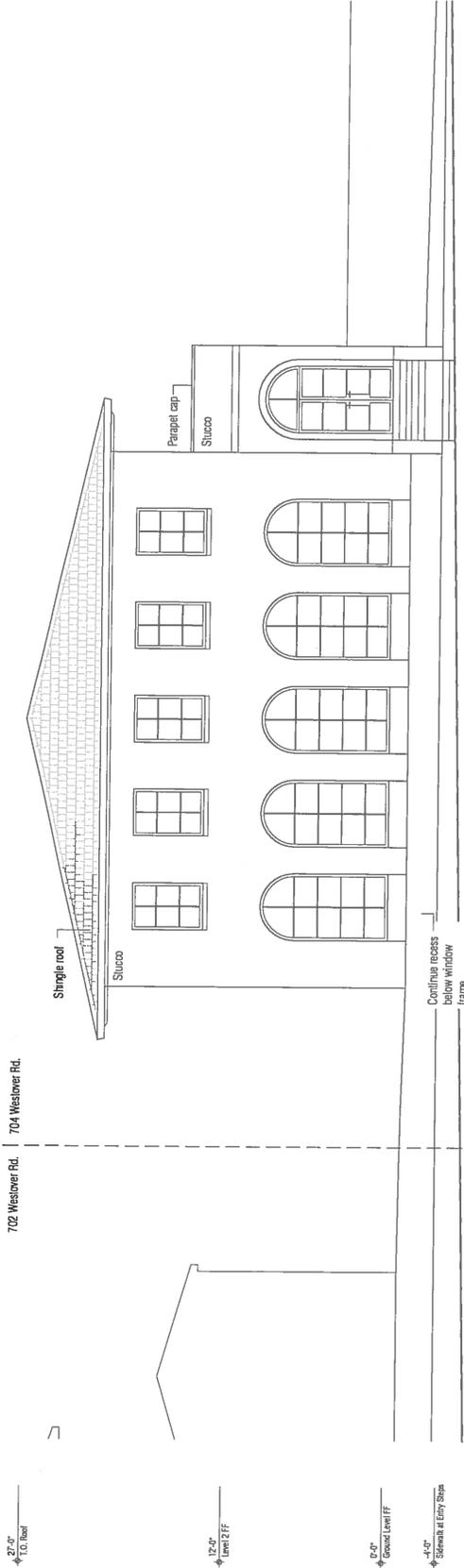
Floor Plan
Second Level

1/4" = 1'-0"

A102.00



1 East Elevation

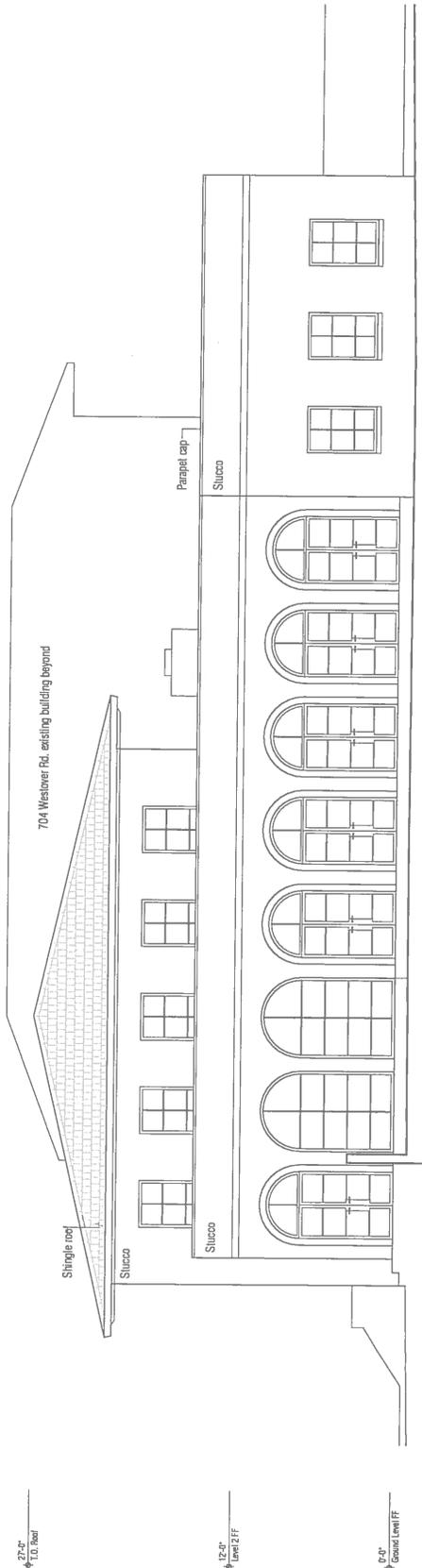


ARCHITECTURE FIRM
www.architecturefirm.co
804-308-8007

Byrd Park House
702 Westover Road
Richmond, VA

Notes

2 North Elevation



Zoning Application
14 June 2019
Previous Issues:

Exterior Elevations

1/4" = 1'-0"

A200.00

1 West Elevation

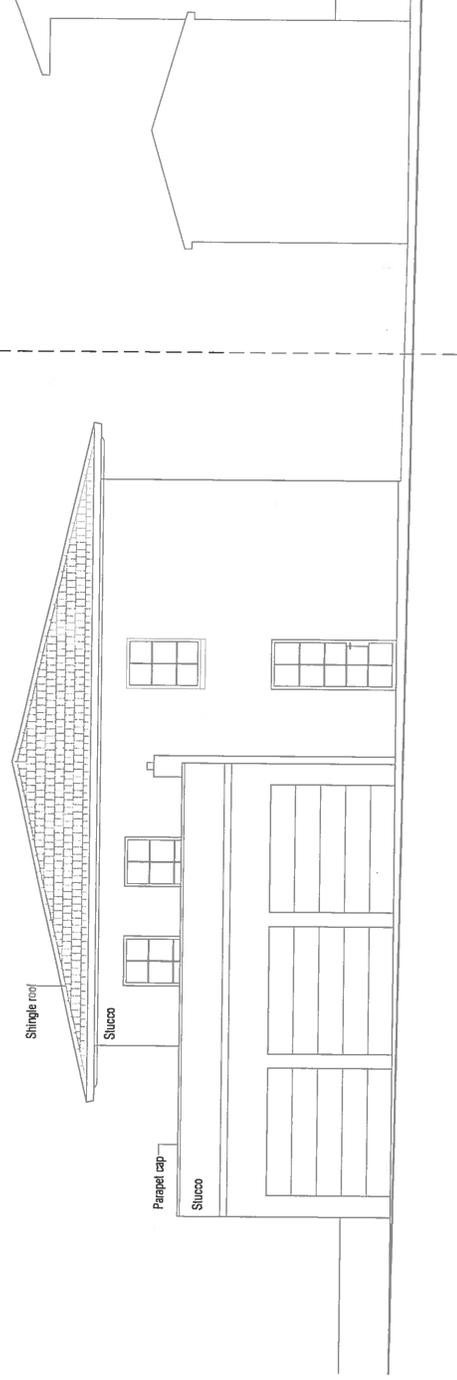
ARCHITECTURE FIRM
www.architecturefirm.co
804-308-8007

27'-0"
1.0. Roof

12'-0"
Level 2 FF

0'-0"
Ground Level FF

702 Westover Rd. 704 Westover Rd.



Byrd Park House
702 Westover Road
Richmond, VA

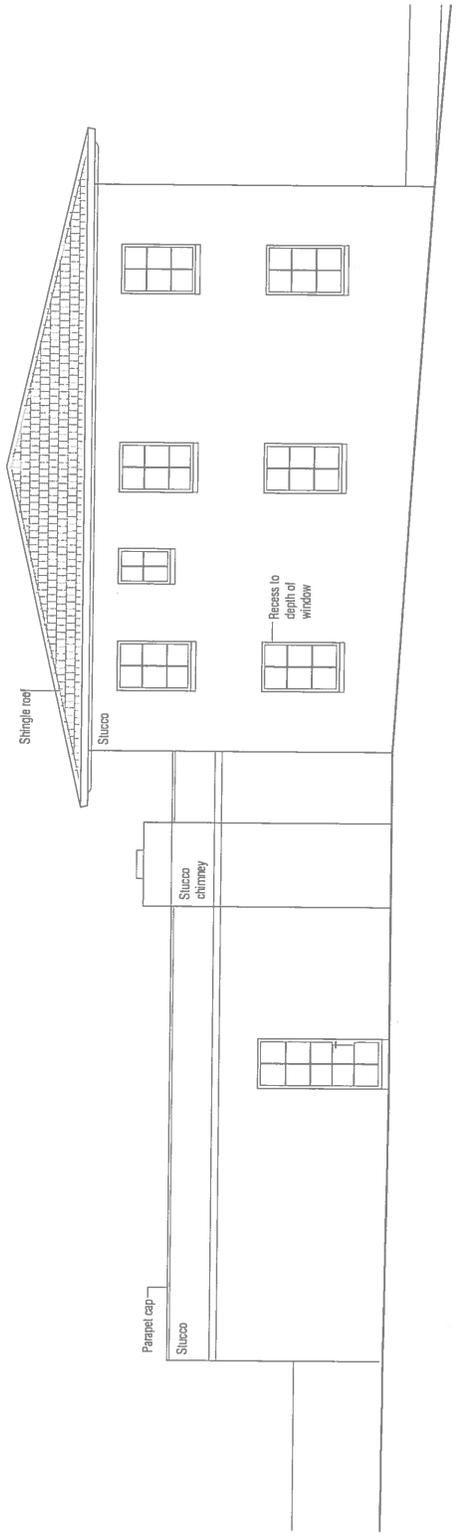
Notes

2 South Elevation

27'-0"
1.0. Roof

12'-0"
Level 2 FF

0'-0"
Ground Level FF



Zoning Application
14 June 2019
Previous Issues:

Exterior Elevations

1/4" = 1'-0"

A201.00

13 June 2019

Zoning Special Exception Application

Byrd Park House

702/ 704 Westover Road

ARCHITECTUREFIRM

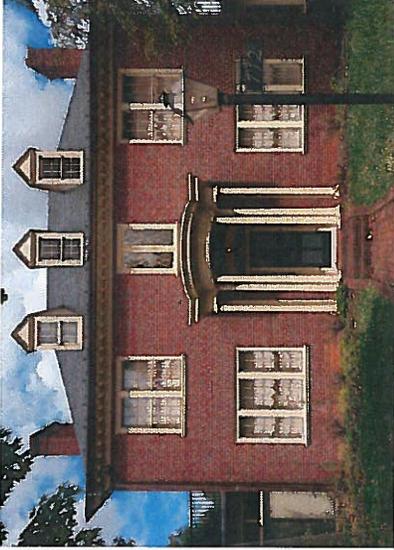


Not to Scale

Site Aerial



716



712



708



706



704

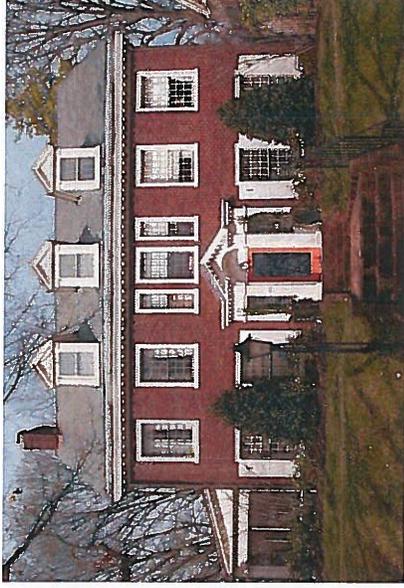
Westover Road Street Facades - 700 block



814



810



808



806



804



800

Westover Road Street Facades - 800 block



704 Westover Road
 Commissioned by Richard Watkins,
 great-grandfather of applicant.
 Currently occupied by applicant



715 Spottswood Road
 Commissioned by Cora Watkins,
 great-grandmother of applicant.



719 Spottswood Road
 Commissioned by Richard Watkins,
 great-grandfather of applicant.



716 Westover Road
 Commissioned by Richard Watkins,
 great-grandfather of applicant.



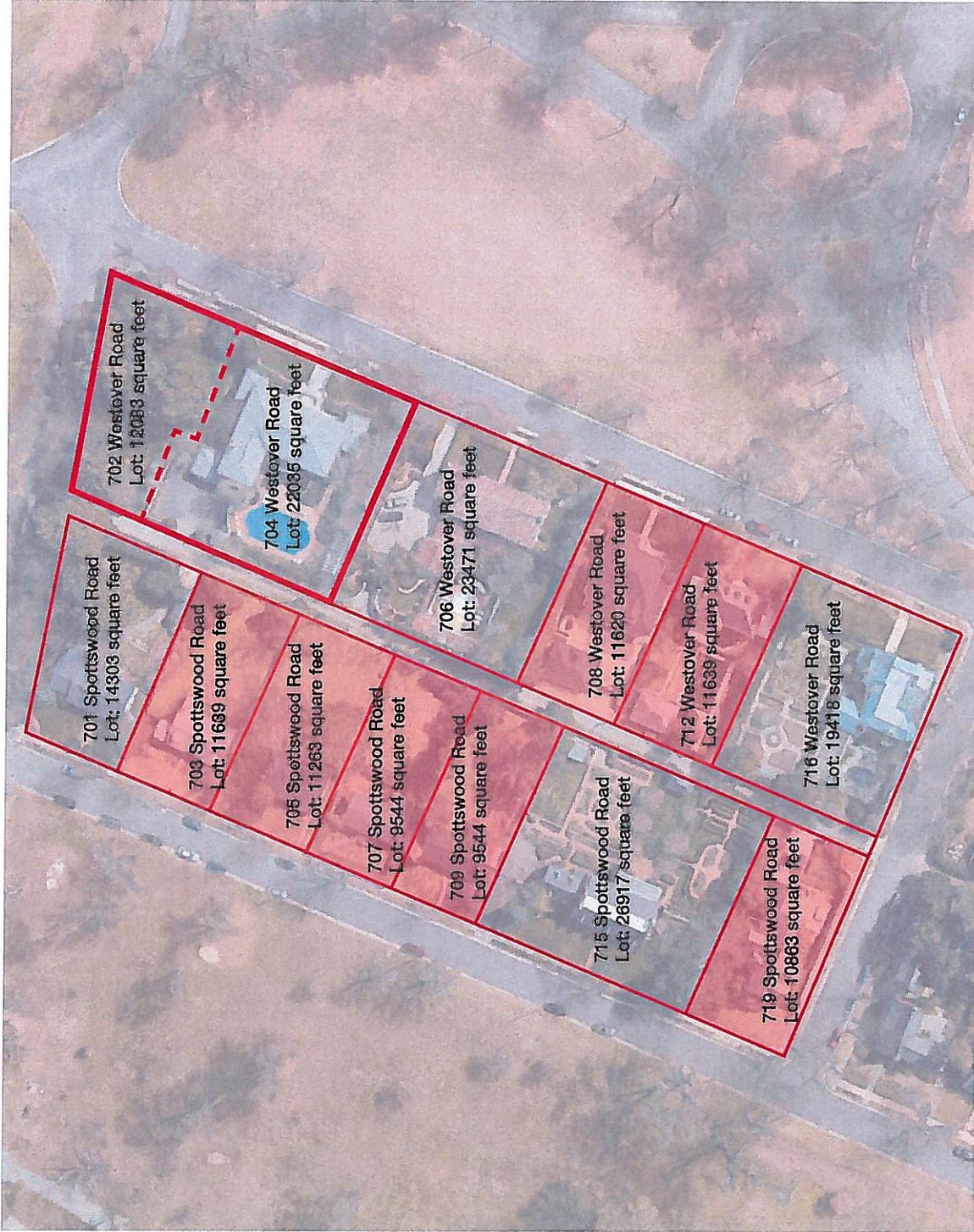
800 Westover Road
 Commissioned by Richard Watkins,
 great-grandfather of applicant.
 occupied by applicant

Watkins/ Wiltshire Residences

LEGEND



Adjacent lots with areas less than proposed 702



Not to Scale

Adjacent Properties with Proposed Lot Division



DEPARTMENT OF PLANNING AND DEVELOPMENT REVIEW
 BUREAU OF PERMITS AND INSPECTION
 ROOM 110 CITY HALL
 900 E. BROAD STREET
 RICHMOND, VIRGINIA 23219
 PHONE (804) 646-4169
 FAX (804) 646-1569

BUILDING PERMIT/CERTIFICATE APPLICATION

PERMIT NO
B

THIS IS AN APPLICATION ONLY. IT IS NOT AUTHORIZATION TO START ANY WORK. NO WORK SHALL START UNTIL A PERMIT IS POSTED ON THE JOB SITE.

CONTRACTOR/OWNER INFORMATION	1 JOB/PROPERTY ADDRESS (STREET & NUMBER) 704 WESTOVER ROAD					2 FLOOR/ROOM NO.	
	3 CONTRACTOR NAME			4 LICENSE TYPE		5 CLASS <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C	
	7 CONTRACTOR STREET ADDRESS			8 CONTRACTOR TELEPHONE NO. / EMAIL ADDRESS			
BUILDINGS INFORMATION	9 CITY			STATE		ZIP CODE	
	10 CONTRACTOR FAX NO.			11 PROPERTY OWNER NAME WILLIAM B. & LOUISE B. WILTSHIRE		12 PROPERTY OWNER ADDRESS/ZIP 704 WESTOVER ROAD, RICHMOND, VA	
	13 OWNER DAYTIME TELEPHONE NO. 804-349-1997		14 DESCRIBE CURRENT STRUCTURE USE SINGLE-FAMILY				
OFFICE USE ONLY	15 DESCRIBE PROPOSED STRUCTURE USE SINGLE-FAMILY					16 NEW ACCESSORY BLDG. <input type="checkbox"/> ACC	
	17 ADDITION <input type="checkbox"/> ADD		18 RESIDENTIAL GARAGE <input type="checkbox"/> AD1		19 RESIDENTIAL DECK <input type="checkbox"/> AD2		
	20 OPEN PORCH <input type="checkbox"/> AD3		21 ENCLOSED PORCH <input type="checkbox"/> AD4		22 ALTER/REMODEL LIGHT <input type="checkbox"/> AL1		
23 ALTER/REMODEL HEAVY <input type="checkbox"/> AL2		24 DEMOLITION <input type="checkbox"/> DEM		25 TENANT FITUP <input type="checkbox"/> FUP		26 FOUNDATION ONLY <input type="checkbox"/> FOU	
27 NEW BUILDING <input type="checkbox"/> NB		28 MOVING/RELOCATION <input type="checkbox"/> REL		29 REPAIR/REPLACEMENT <input type="checkbox"/> REP		30 IF 1 OR 2 FAMILY <input checked="" type="checkbox"/> 1 OR 2 FAMILY	
31 IF MULTIFAMILY, NUMBER OF UNITS PER STRUCTURE		32 CHECK ONE (IF APPLICABLE) <input type="checkbox"/> 1. LODGING HOUSE <input type="checkbox"/> 2. NURSING HOME <input type="checkbox"/> 3. ADULT CARE RESIDENCE		33 INSTRUCTIONS: ENTER APPROPRIATE AMOUNTS FOR A, B, C, D, E & F. TOTAL G, H, I, J, K, L & M. SUBTRACT THIS TOTAL FROM A TO OBTAIN G. COSTS ARE TO INCLUDE MATERIAL, LABOR, SUBCONTRACTS OVERHEAD & PROFIT.			
34 DESCRIBE SCOPE OF WORK CONSTRUCT SINGLE-FAMILY DWELLING.		A. TOTAL CONST. COST OF ENTIRE JOB \$		C. MECH. COST \$		E. SPRINKLER COST \$	
B. ELEC. COST \$		D. PLUMB. COST \$		F. ELEVATOR COST \$		G. TOTAL CONSTRUCTION COST LESS TRADE PERMITS \$	
35 LIEN AGENT NAME							
36 PHONE NO.							
37 ADDRESS							
ZIP CODE							
38 CONTACT PERSON DANNY MACNEELY, AIA & ARCHITECTURE FIRM				39 CONTACT PHONE NO. 804-922-3061		40 CONTACT FAX NO.	
41 CONTACT ADDRESS 309 NORTH ADAMS STREET, RICHMOND				ZIP CODE 23220		42 EMAIL	
43 DO YOU WANT TO BE CALLED TO PICK UP PERMIT WHEN ISSUED? <input type="checkbox"/> YES <input type="checkbox"/> NO							
44 ENGINEER/ARCHITECT NAME							
45 ENGINEER/ARCHITECT PHONE NO.		46 ENGINEER/ARCHITECT FAX NO.		47			
48 ROOF TYPE 1 (SEE BACK FOR LIST)				49 NO. OF SQUARES		50 ROOF TYPE 2 (SEE BACK FOR LIST)	
51 NO. OF SQUARES				52			
53 NOT REQUIRED FOR 1 & 2 FAMILY <input checked="" type="checkbox"/>		54 AUTOMATIC SPRINKLERS <input type="checkbox"/> YES <input type="checkbox"/> NO		55 FIRE ALARM SYSTEM <input type="checkbox"/> YES <input type="checkbox"/> NO			
56 BUILDING FINISHED AREA NEW OR ADDITION (SQ. FT.)		57 BUILDING UNFINISHED AREA NEW OR ADDITION (SQ. FT.)		58 GARAGE AREA (SQ. FT.)		59 OPEN PORCH AREA (SQ. FT.)	
60 ENCLOSED PORCH AREA (SQ. FT.)		61 BUILDING AREA EXISTING (SQ. FT.) (PER FLOOR)		62 TOTAL AREA AT COMPLETION (SQ. FT.) (PER FLOOR)		63 TOTAL BUILDING HEIGHT	
64 NUMBER OF FLOORS		65 NO. OF ON SITE PARKING SPACES (STREET SPACES DO NOT COUNT)		66 NO. OF SPACES AT ANOTHER LOCATION		67 LOCATION	
68 LEASE ATTACHED? <input type="checkbox"/> YES <input type="checkbox"/> NO		69 WILL THERE BE A <input type="checkbox"/> NEW CURB <input type="checkbox"/> RELOCATED CURB <input type="checkbox"/> DRIVEWAY		70 WILL THERE BE ANY SITE GRADING OR LAND DISTURBING ACTIVITY? <input type="checkbox"/> YES <input type="checkbox"/> NO		71 TOTAL AREA TO BE DISTURBED (SQ. FT.)	
72 IS SURVEY OR SITE PLAN ATTACHED? <input type="checkbox"/> YES <input type="checkbox"/> NO		73 I HEREBY AFFIRM THAT UNDER THE PROVISIONS OF TITLE 54.1-1101 OF THE CODE OF VIRGINIA, I AM NOT SUBJECT TO LICENSURE AS A CONTRACTOR OR SUBCONTRACTOR. BY THIS AFFIDAVIT I ASSUME FULL RESPONSIBILITY FOR COMPLETION OF THE PROPOSED WORK IN ACCORDANCE WITH ALL APPLICABLE BUILDING CODES AND LAW. I ALSO UNDERSTAND IT IS A VIOLATION OF STATE LAW TO KNOWINGLY HIRE AN UNLICENSED CONTRACTOR.					
74 PRINTED NAME				SIGNATURE		DATE	
75 ASBESTOS CERTIFICATION A _____ B CERTIFY THAT THE BUILDING AT _____ (ADDRESSES, FLOOR OR SUITE) HAS BEEN INSPECTED OR MEETS THE EXCEPTIONS OF SECTION 110.3, THE VIRGINIA UNIFORM STATEWIDE BUILDING CODE. THE ASBESTOS ABATEMENT WILL BE DONE AS PER REQUIREMENT OF THE "CLEAN AIR ACT" NATIONAL EMISSION STANDARD FOR THE HAZARDOUS AIR POLLUTANT (NESHAPS) AND OSHA "STANDARDS FOR CONSTRUCTION WORKERS". C SIGNATURE _____							
ARTS DISTRICT <input type="checkbox"/> YES <input type="checkbox"/> NO		HISTORICAL DISTRICT <input type="checkbox"/> YES <input type="checkbox"/> NO		VIOLATION ON PROPERTY <input type="checkbox"/> YES <input type="checkbox"/> NO		DELINQUENT TAXES DUE? <input type="checkbox"/> YES <input type="checkbox"/> NO	
ICC TYPE OF CONSTRUCTION		EXISTING USE GROUP		PROPOSED USE GROUP		FEE CALC. TYPE <input type="checkbox"/> S <input type="checkbox"/> U <input type="checkbox"/> B <input type="checkbox"/> C	
PERMIT FEE		FEE RECEIVED		RECEIPT NO.		<input type="checkbox"/> CASH <input type="checkbox"/> CHECK <input type="checkbox"/> CREDIT CARD	
IS PROPERTY IN 100 YR FLOOD PLAIN? <input type="checkbox"/> YES <input type="checkbox"/> NO		FLOOD ELEV.		SITE ELEV.		CHESAPEAKE BAY PROTECTION AREA? <input type="checkbox"/> YES <input type="checkbox"/> NO	
CHESAPEAKE BAY MANAGEMENT AREA? <input type="checkbox"/> YES <input type="checkbox"/> NO		APPLICATION APPROVED BY		DATE		APPLICATION DISAPPROVED BY	
DATE		DATE					

A COPY OF YOUR STATE CONTRACTOR'S LICENSE AND BUSINESS LICENSE MUST BE ON FILE BEFORE A PERMIT WILL BE ISSUED.