



CITY OF RICHMOND

DEPARTMENT OF  
PLANNING AND DEVELOPMENT REVIEW  
BOARD OF ZONING APPEALS

December 14, 2018

Tim Farrow  
622 Holly Street  
Richmond, Virginia 23220

To Whom It May Concern:

**RE: CASE NO. 37-18 (CONTINUED FROM NOVEMBER 7, 2018 MEETING)**

You are hereby notified that the Board of Zoning Appeals will hold a public hearing on Wednesday, January 2, 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 construct a one-story addition (13' x 15') on the rear of a single-family (attached) dwelling at 622 HOLLY STREET (Tax Parcel Number W000-0139/039), located in an R-7 (Single- and Two-Family Urban 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

December 14, 2018

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/civicasassociationgroupinformation.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.

Bakhsh Rudwan  
2330 West Main St  
Richmond VA 23220

Canfield Elizabeth R  
618 1/2 S Pine Street  
Richmond VA 23220

Carter Tara & William  
737 S Pine Street D1  
Richmond VA 23220

Champion Cecelia A  
707 S Pine Street  
Richmond VA 23220

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

Delano Michael J & Christine A  
626 S Pine St  
Richmond VA 23220

Earley Mark L Sr & Cynthia E  
10121 Uppingham Terr  
Richmond VA 23235

Edwards Garrett P  
626 Holly St  
Richmond VA 23220

Fuller Joel R  
614 Holly St  
Richmond VA 23220

Grant Stephen M & Elizabeth M  
705 S Pine St  
Richmond VA 23220

H C Properties LLC  
3502 Maplewood Ave  
Richmond VA 23221

Hughes Christopher P & Melanie K  
611 South Pine St  
Richmond VA 23220

Jones Daniel J & Nancy C  
613 South Pine St  
Richmond VA 23220

Kaputof Robert M  
609 S Pine Street  
Richmond VA 23220

Lavery Mark J  
612 N. 25th St  
Richmond VA 23223

Lgdtb LLC  
8420 Meadowbridge Rd Ste F  
Mechanicsville VA 23116

Mobrem Massoud  
5221 Clipper Cove Rd  
Midlothian VA 23112

Murphy Rebecca W  
634 Holly St  
Richmond VA 23220

Nygren Kenneth E  
620 S Pine St  
Richmond VA 23220

Overlook Condominium Unit Owners  
Association  
P.o. Box 35021  
Richmond VA 23235

Parsons Glenn S  
2100 Tazewell Ave  
Chester VA 23836

Patterson Everett A Jr & Deborah S  
739 S Pine St  
Richmond VA 23233

Powers Emory W  
628 S Pine Street  
Richmond VA 23220

Ripley Robert C & Adrina M  
1057 Hawthorne Hall Rd  
Fincastle VA 24090

Sessler Monique Nancy  
4508 Crosscut Ct  
Williamsburg VA 23188

Stolberg Joshua A  
630 Holly Street  
Richmond VA 23220

Taylor Michael P & Laura E & Wyatt  
Chadwick  
624 S Pine St  
Richmond VA 23220

Vick Molly Taylor  
4600 Oxford Pkwy  
Richmond VA 23235

Williams David Iii  
9100 Bethia Rd  
Chesterfield VA 23832

Wilson Pamela & Sidney  
2911 Frying Pan Farm Ln  
Hayes VA 23072

Woods Dana J  
13952 Bora Bora Way F316  
Marina Del Rey CA 90292

**Property: 622 Holly St Parcel ID: W0000139039****Parcel**

**Street Address:** 622 Holly St Richmond, VA 23220-6510  
**Owner:** FARROW TIMOTHY S  
**Mailing Address:** 622 HOLLY ST, RICHMOND, VA 23220  
**Subdivision Name :** NONE  
**Parent Parcel ID:**  
**Assessment Area:** 222 - Oregon Hill  
**Property Class:** 120 - R Two Story  
**Zoning District:** R-7 - Residential (Single & 2 Family Urban)  
**Exemption Code:** -

**Current Assessment**

**Effective Date:** 01/01/2018  
**Land Value:** \$30,000  
**Improvement Value:** \$114,000  
**Total Value:** \$144,000  
**Area Tax:** \$0  
**Special Assessment District:** None

**Land Description**

**Parcel Square Feet:** 1200  
**Acreage:** 0.028  
**Property Description 1:** 0015.00X0080.00 0000.000  
**State Plane Coords( ?<#>):** X= 11787336.072770 Y= 3720658.403223  
**Latitude:** 37.53660759 , **Longitude:** -77.45008323

**Description**

**Land Type:** Residential Lot B  
**Topology:** Level  
**Front Size:** 15  
**Rear Size:** 80  
**Parcel Square Feet:** 1200  
**Acreage:** 0.028  
**Property Description 1:** 0015.00X0080.00 0000.000  
**Subdivision Name :** NONE  
**State Plane Coords( ?<#>):** X= 11787336.072770 Y= 3720658.403223  
**Latitude:** 37.53660759 , **Longitude:** -77.45008323

**Other**

**Street improvement:** Paved  
**Sidewalk:** Yes

**Assessments**

Assessment Year	Land Value	Improvement Value	Total Value	Reason
2019	\$50,000	\$115,000	\$165,000	Reassessment
2018	\$30,000	\$114,000	\$144,000	Reassessment
2017	\$30,000	\$110,000	\$140,000	Reassessment
2016	\$30,000	\$97,000	\$127,000	Reassessment
2015	\$30,000	\$97,000	\$127,000	Reassessment
2014	\$22,000	\$113,000	\$135,000	Reassessment
2013	\$22,000	\$113,000	\$135,000	Reassessment
2012	\$22,000	\$126,000	\$148,000	Reassessment
2011	\$22,000	\$133,000	\$155,000	CarryOver
2010	\$22,000	\$133,000	\$155,000	Reassessment
2009	\$22,000	\$132,600	\$154,600	Reassessment
2008	\$22,000	\$132,600	\$154,600	Reassessment
2007	\$22,000	\$132,600	\$154,600	Reassessment
2006	\$37,400	\$121,600	\$159,000	Omitted
2005	\$27,700	\$120,500	\$148,200	Reassessment
2004	\$27,000	\$121,500	\$148,500	Reassessment
2003	\$25,000	\$30,000	\$55,000	Reassessment
2002	\$5,500	\$19,500	\$25,000	Reassessment
2001	\$7,000	\$25,000	\$32,000	Reassessment
2000	\$5,500	\$28,900	\$34,400	Reassessment
1998	\$5,500	\$27,500	\$33,000	Not Available

**Transfers**

Transfer Date	Consideration Amount	Grantor Name	Deed Reference	Verified Market Sale Description
06/03/2016	\$160,000	DONATO CHARLES W AND MARTHA R	ID2016-10432	1 - VALID SALE-Valid, Use in Ratio Analysis
05/05/2009	\$158,000	THOMPSON GEORGE R ETALS	ID2009-9384	1 - VALID SALE-Valid, Use in Ratio Analysis
12/08/2006	\$0	THOMPSON GEORGE R, WAKEFIELD MARY C,	ID2006-42273	2 - INVALID SALE-DO NOT USE
07/07/2004	\$139,000	POWERS EMORY W	ID2004-22608	

**Planning**

**Master Plan Future Land Use:** DT-GUA  
**Zoning District:** R-7 - Residential (Single & 2 Family Urban)  
**Planning District:** Near West  
**Traffic Zone:** 1136  
**City Neighborhood Code:** ORGH  
**City Neighborhood Name:** Oregon Hill  
**Civic Code:** 3016  
**Civic Association Name:** Oregon Hill Neighborhood Association (OHNA)  
**Subdivision Name:** NONE  
**City Old and Historic District:**  
**National historic District:** Oregon Hill  
**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	1012	0412001	041200
1990	204	0412002	041200

**Schools**

**Elementary School:** Cary  
**Middle School:** Binford  
**High School:** Jefferson

**Public Safety**

**Police Precinct:** 4  
**Police Sector:** 413  
**Fire District:** 6  
**Dispatch Zone:** 030A

**Public Works Schedules**

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

**Government Districts**

**Council District:** 5  
**Voter Precinct:** 505  
**State House District:** 69  
**State Senate District:** 10  
**Congressional District:** 4

**Extension 1 Details**

**Extension Name:** R01 - 2Sty. Br.-TH-R#202616  
**Year Built:** 1890  
**Stories:** 2  
**Units:** 0  
**Number Of Rooms:** 5  
**Number Of Bed Rooms:** 2  
**Number Of Full Baths:** 1  
**Number Of Half Baths:** 0  
**Condition:** good for age  
**Foundation Type:** Full Crawl  
**1st Predominant Exterior:** Brick  
**2nd Predominant Exterior:** N/A  
**Roof Style:** Gable  
**Roof Material:** Metal  
**Interior Wall:** Plaster  
**Floor Finish:** Softwood-standard  
**Heating Type:** Forced hot air  
**Central Air:** N  
**Basement Garage Car #:** 0  
**Fireplace:** N  
**Building Description (Out Building and Yard Items) :** Miscellaneous

**Extension 1 Dimensions**

**Finished Living Area:** 780 Sqft  
**Attic:** 0 Sqft  
**Finished Attic:** 0 Sqft  
**Basement:** 0 Sqft  
**Finished Basement:** 0 Sqft  
**Attached Garage:** 0 Sqft  
**Detached Garage:** 0 Sqft  
**Attached Carport:** 0 Sqft  
**Enclosed Porch:** 0 Sqft  
**Open Porch:** 0 Sqft  
**Deck:** 144 Sqft

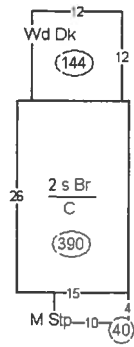
[<#>](#)**Property Images**

Name:W0000139039 Desc:R01

[Click here for Larger Image](#)

**Sketch Images**

Name: W0000139039 Desc: R01





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

37-18

TO BE COMPLETED BY THE APPLICANT

PROPERTY

OWNER: Tim Farrow PHONE: (Home) ( ) (Mobile) (804) 252-1427  
ADDRESS 622 Holly Street FAX: ( ) (Work) ( )  
Richmond, Virginia 23220 E-mail Address: tfarrow100@gmail.com

PROPERTY OWNER'S

REPRESENTATIVE: PHONE: (Home) ( ) (Mobile) ( )  
(Name/Address) FAX: ( ) (Work) ( )  
E-mail Address

TO BE COMPLETED BY THE ZONING ADMINISTRATION OFFICE

PROPERTY ADDRESS (ES) 622 Holly Street

TYPE OF APPLICATION: ☐ VARIANCE ☒ SPECIAL EXCEPTION ☐ OTHER

ZONING ORDINANCE SECTION NUMBERS(S): 30-300, 30-413.2(2), 30-413.7, & 30-620.1(c)

APPLICATION REQUIRED FOR: A building permit to construct a one-story addition (13' x 15') on the rear of a single-family (attached) dwelling.

TAX PARCEL NUMBER(S): W000-0139/039 ZONING DISTRICT: R-7 (Single- and Two-Family Urban Residential)

REQUEST DISAPPROVED FOR THE REASON THAT: The side yard (setback) and lot coverage requirements are not met. A side yard of three feet (3') is required; 0.0' is proposed. A maximum lot coverage of fifty-five percent (55%) is permitted. Lot coverage of 660 square feet is permitted; 753 square feet (62.75%) is proposed.

DATE REQUEST DISAPPROVED: September 7, 2018

FEE WAIVER: YES ☐ NO: ☒

DATE FILED: September 7, 2018 TIME FILED: 9:15 a.m. PREPARED BY: Josh Young RECEIPT NO. BZAR-041353-2018

AS CERTIFIED BY: [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 1040.3 PARAGRAPH(S) 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: 9/30/2018

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

BOARD OF ZONING APPEALS CASE NO. 37-18  
150' Buffer

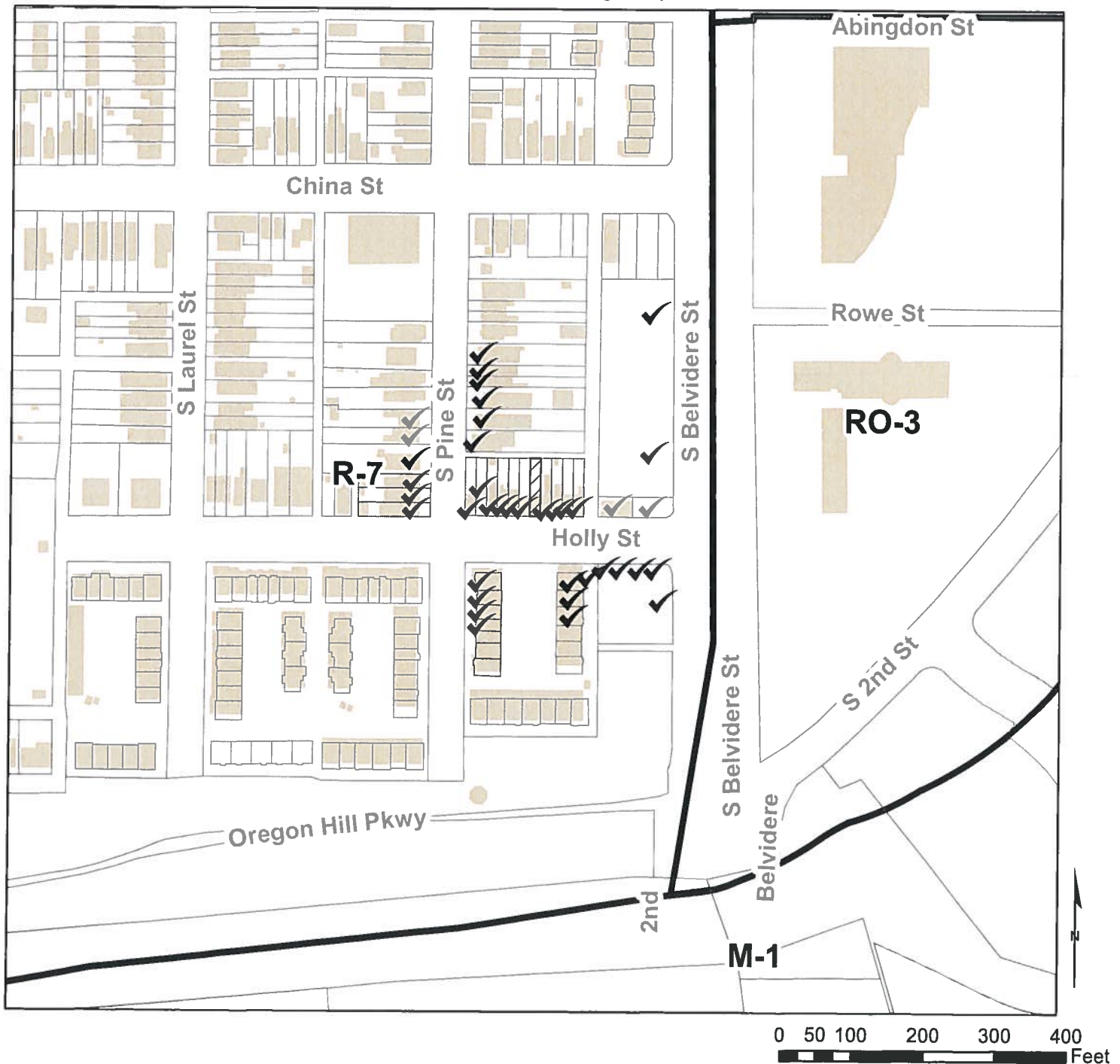
APPLICANT(S): Tim Farrow

PREMISES: 622 Holly Street

(Tax Parcel Number W000-0139/039)

SUBJECT: A building permit to construct a one-story  
addition (13' x 15') on the rear of a single-family (attached) dwelling.

REASON FOR THE REQUEST: Based on Sections 30-300,  
30-413.2(2), 30-413.7. & 30-620.1(c)  
of the Zoning Ordinance for the reason that:  
The side yard (setback) and lot coverage requirements are 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). 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 8/8/14)

TAX MAP #W0000139039

ACQUISITION: INSTR. #160010432

AREA: 1197 SQ. FT.  
0.027 AC.

ZONED: R-7

S 75°50'23" E

15.00'

14.92'

MAGNETIC 2017

Shed is 11'  
tall to peak.

MARK J. HUNTER  
TAX MAP #W0000139040  
INSTR. #150014447

GLENN S. PARSONS  
TAX MAP #W0000139038  
INSTR. #050035726

Will be less than 36"  
above grade.

Current house 390 SF  
Addition 195 SF  
Shed 168 SF  
Total lot coverage 753 SF  
Lot area 1200 SF  
62.75% proposed

- -IRON ROD FOUND
- -IRON ROD SET
- ⊙ -UTILITY POLE
- ✕ -WOOD FENCE

90.22' TO STONE  
FOUND ON E. LINE  
OF PINE ST.

#622  
2 STORY  
BRICK  
TOWNHOUSE

N 75°50'13" W  
15.00'

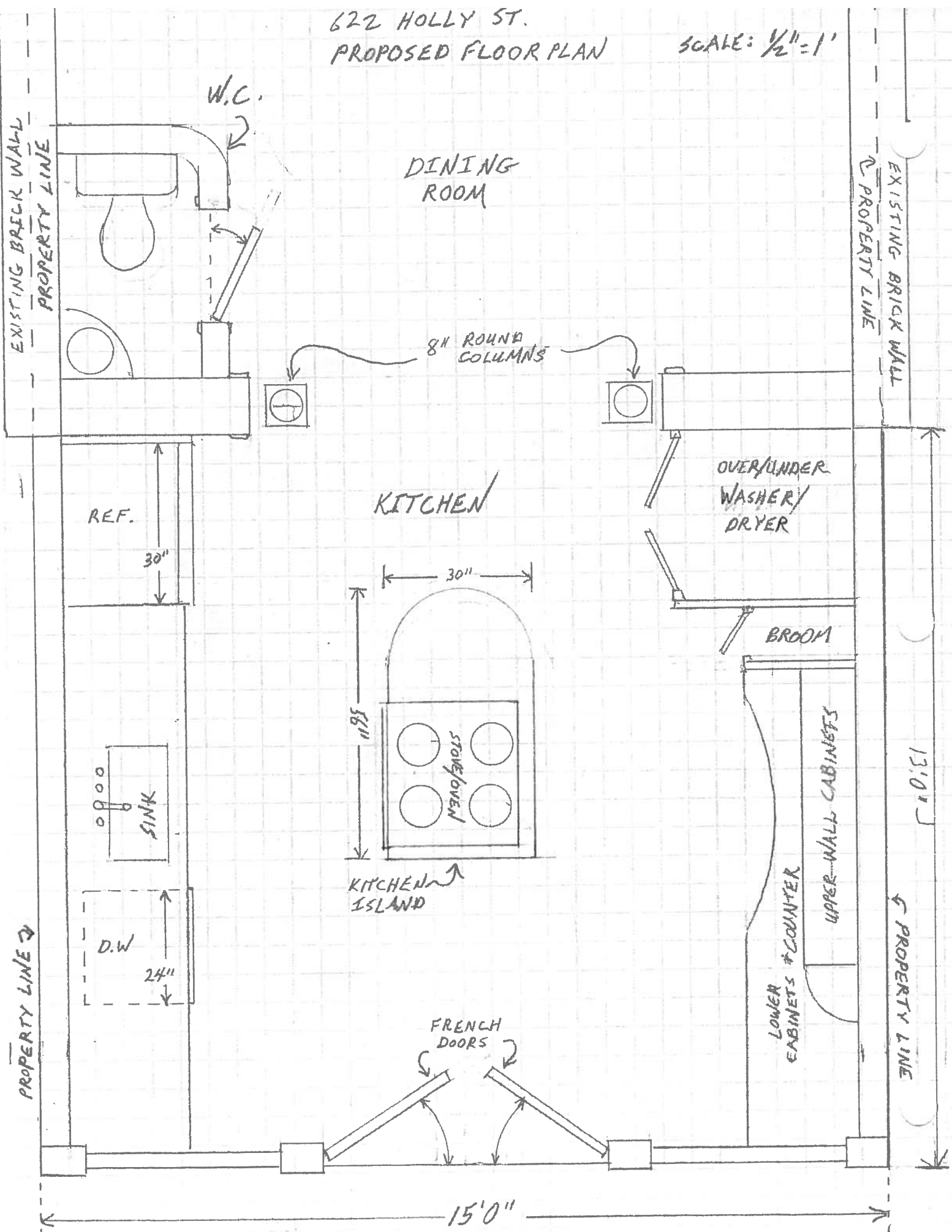
HOLLY STREET  
66' R/W

PLAT SHOWING PHYSICAL IMPROVEMENTS  
AND PROPOSED ADDITION FOR  
**622 HOLLY STREET**  
CITY OF RICHMOND VIRGINIA



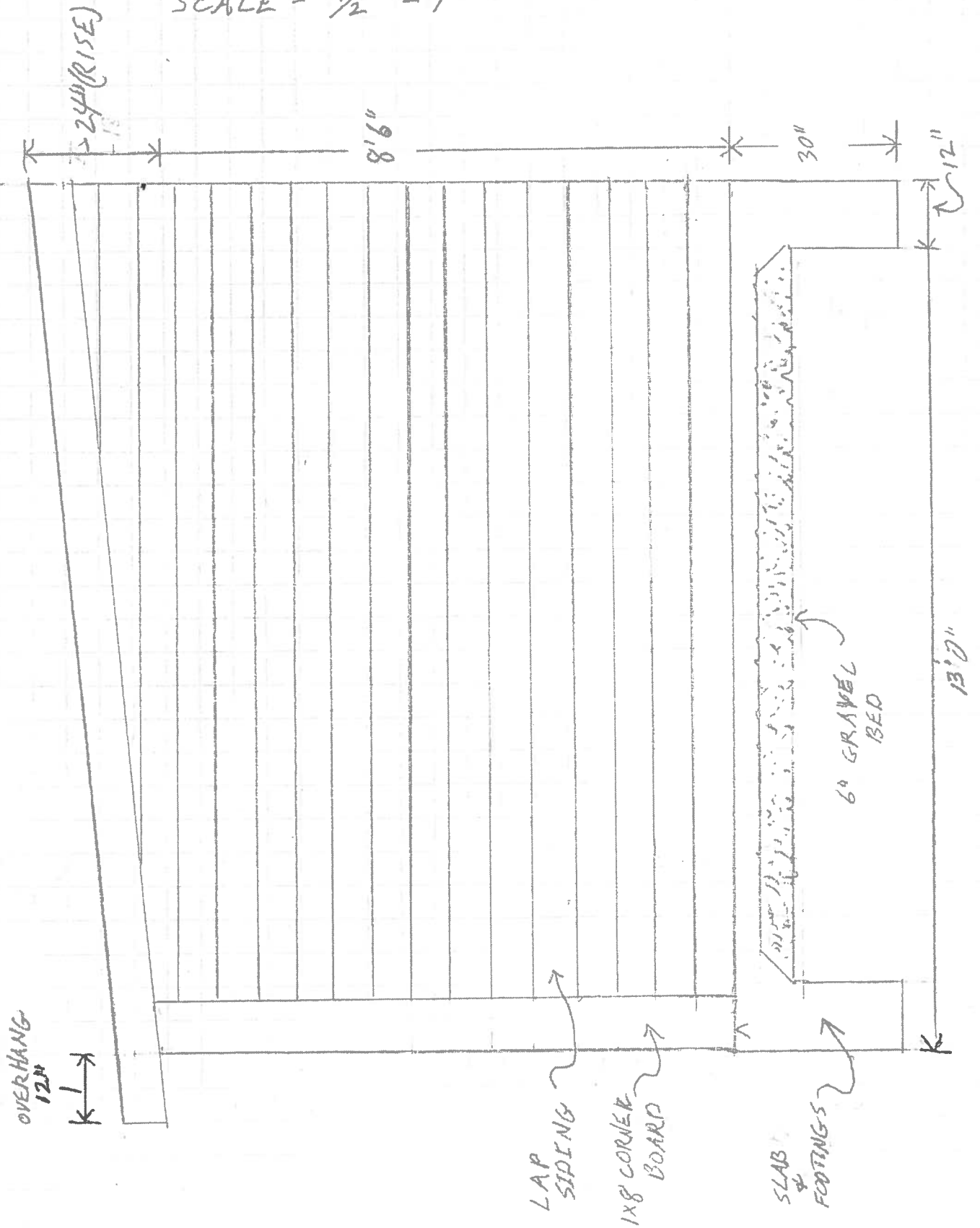
622 HOLLY ST.  
PROPOSED FLOOR PLAN

SCALE: 1/2" = 1'



622 HOLLY ST.  
PROPOSED SIDE ELEVATION

SCALE -  $\frac{1}{2}" = 1'$



622 HOLLY  
PROPOSED REAR ELEVATION

EXISTING  
CHIMNEY

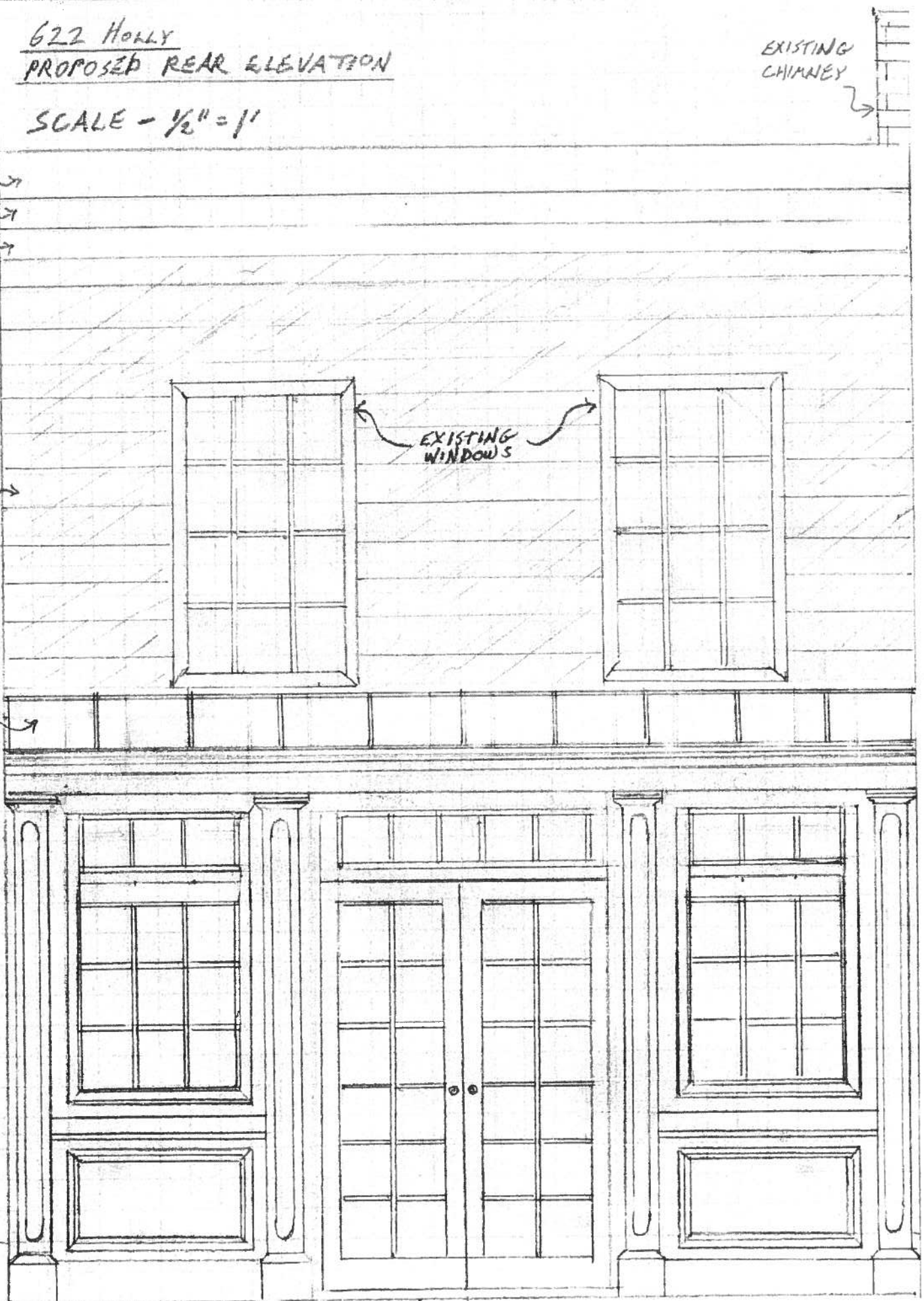
SCALE -  $\frac{1}{2}" = 1'$

FLESHING  
ROCKET  
BAND  
BOARD

EXISTING  
LAP  
SIDING  
(FOREST  
GREEN)

EXISTING  
WINDOWS

STAIRING SKAM  
METAL ROOF

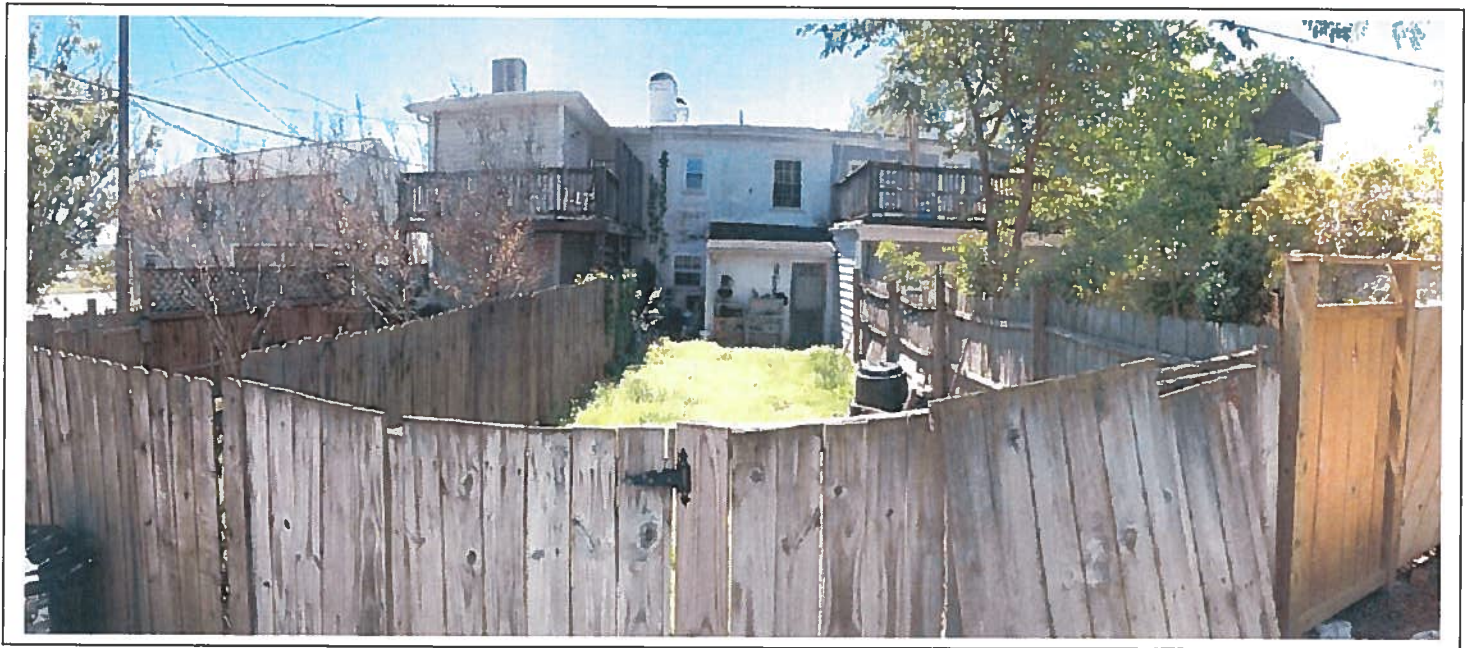




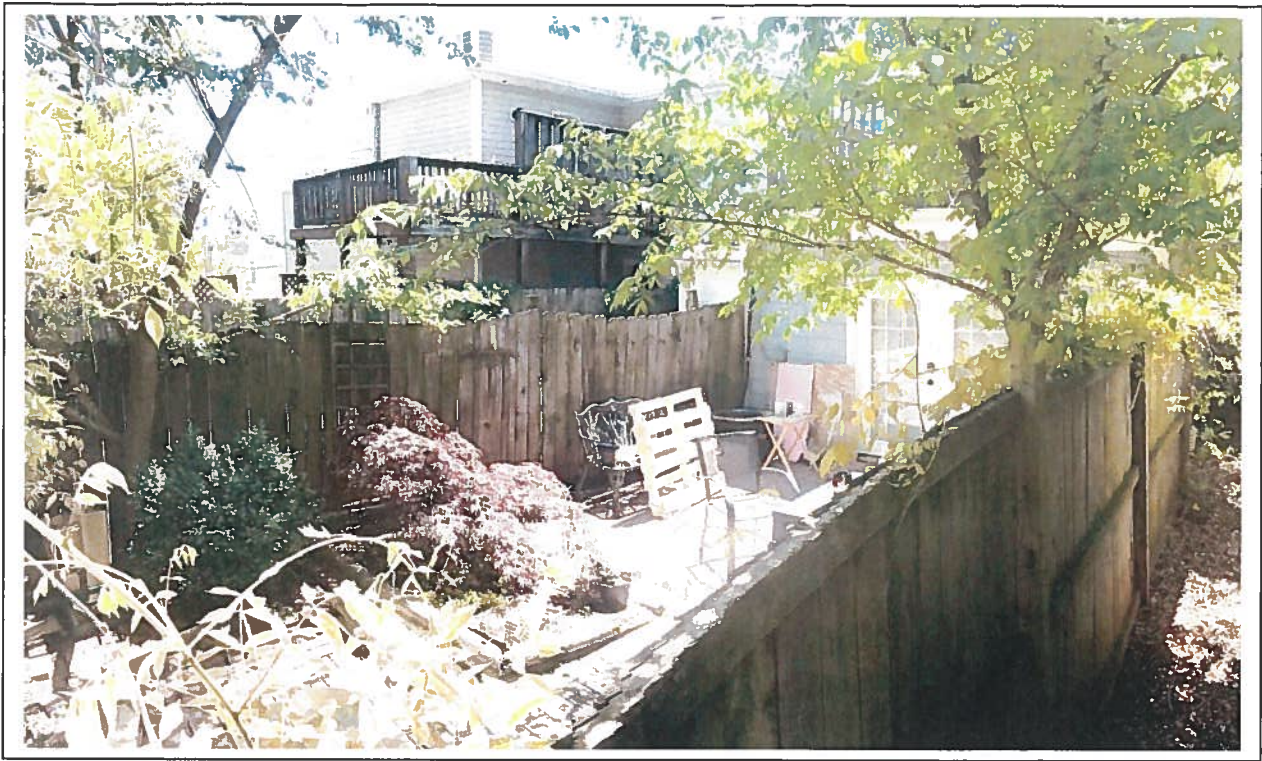
**622 Holly St.**  
Rear View



Holly St. Backyards Photo 1



Holly St. Backyards Photo 2



Holly St. Backyards Photo 3



Holly St. Backyards Photo 4

## Building Permit Appeal for 622 Holly St.

Submitted by Tim Farrow, owner: 804-252-1427 [tfarrow100@gmail.com](mailto:tfarrow100@gmail.com)

Hello,

My name is Tim Farrow and I live at 622 Holly St., in the Oregon Hill neighborhood. I'm here because I would like to add a small kitchen addition to the back of my house. My current kitchen is tiny and the house has only one full bath, located upstairs. I propose to build a new, larger kitchen off the back of the house and convert the old kitchen space into a dining room area with a downstairs half-bath. These changes will make the house much more comfortable and livable and increase the property's value considerably, as long as the resulting interior spaces are attractive, well-proportioned and practical for future buyers.

My proposed single-story kitchen structure will extend approximately 13 feet out into the backyard. To ensure the new spaces are attractive and well-proportioned I would like to build it 15 feet wide, to the full width of the property, so I'm requesting a variance from the normal 3ft. setback requirements, and also from the 55% land coverage requirements. Here is some additional information:

- 1- A 3 ft. setback on both sides would result in a structure only 9 ft. wide, resembling a hallway rather than a room. Several years ago my neighbor at 620 Holly built a 2-story, 30 ft. long structure using these 3 ft. setbacks, and the resulting 9 ft. wide addition is awkward and narrow, with spaces inside that are neither practical nor well-proportioned, and likely unappealing for many prospective buyers.
- 2- Losing 6 feet of width will result in a much smaller kitchen with less storage space and fewer design options. The back of the house will also get about 40% less light since the kitchen windows will be much narrower. These issues are also unappealing to future buyers.
- 3- There is a clear precedent for what I propose. *Every other house on this block except for mine already has an added structure on the back. Five of these structures are the full 15 feet width of the property.* Three of them are two-stories high, and the remaining two are one-story, shed roof structures very similar to my design. Three more houses have additions that extend to their property line on one side. And my neighbor's addition at 620 Holly St. appears to exceed the 55% lot-coverage limit. Clearly some zoning and permitting variances are in effect for all of these structures, and my full-width addition will fit right in with this eclectic group.
- 4- My exterior design will be consistent with the turn-of-the-century architecture of Oregon Hill. With large windows and classical detailing, the structure will be an attractive addition to the neighborhood and alleyway.
- 5- The one-story structure will have no effect on my neighbors' quality of life. It won't block any neighboring windows or affect the views from any neighboring yards, all of which already have 6-foot privacy fences on both sides.
- 6- I am willing to pursue an easement allowing my workmen to trespass on my neighbors' properties in order to complete the work, and to make repairs down the road.

I very much appreciate your taking the time to consider my addition plan, and I hope you'll grant my appeal and allow me to move forward with the project.

Thank you.

Tim Farrow  
622 Holly St.  
Richmond, VA 23220  
Tel: 804-252-1427

DO NOT  
DETACH THIS STUB

NOTE: FAILURE TO FOLLOW THESE INSTRUCTIONS  
WILL VOID APPLICATION.



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

TRACK 1 TRACK 2

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) 622 Holly Street						2 FLOOR/ROOM NO			
	3 CONTRACTOR NAME			4 LICENSE TYPE		5 CLASS <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C		6 STATE LICENSE NO		
	7 CONTRACTOR STREET ADDRESS			8 CONTRACTOR TELEPHONE NO / EMAIL ADDRESS						
BUILDING INFORMATION	9 CITY			STATE		ZIP CODE		10 CONTRACTOR FAX NO		
	11 PROPERTY OWNER NAME Tim Farrow			12 PROPERTY OWNER ADDRESS/ZIP 622 Holly Street Richmond, VA 23220			13 OWNER DAYTIME TELEPHONE NO			
	14 DESCRIBE CURRENT STRUCTURE USE			15 DESCRIBE PROPOSED STRUCTURE USE						
OFFICE USE ONLY	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 ALTER/REMODEL HEAVY <input type="checkbox"/> AL2		22 DEMOLITION <input type="checkbox"/> DEM		23 TENANT FITUP <input type="checkbox"/> FUP		24 FOUNDATION ONLY <input type="checkbox"/> FOU		25 NEW BUILDING <input type="checkbox"/> NB	
	26 MOVING/RELOCATION <input type="checkbox"/> REL		27 REPAIR/REPLACEMENT <input type="checkbox"/> REP		28 ENCLOSURE PORCH <input type="checkbox"/> AD4		29 ALTER/REMODEL LIGHT <input type="checkbox"/> AL1			
CONSTRUCTION COST	30 IF 1 OR 2 FAMILY <input type="checkbox"/> 1 FAMILY <input type="checkbox"/> 2 FAMILY			31 IF MULTIFAMILY NUMBER OF UNITS PER STRUCTURE		32 CHECK ONE (IF APPLICABLE) <input type="checkbox"/> 1. LOGGING HOUSE <input type="checkbox"/> 3. ADULT CARE RESIDENCE <input type="checkbox"/> 2. NURSING HOME				
	INSTRUCTIONS: ENTER APPROPRIATE AMOUNTS FOR A, B, C, D, E & F. TOTAL B, C, D, E & F. SUBTRACT THIS TOTAL FROM A TO OBTAIN G. COSTS ARE TO INCLUDE MATERIAL, LABOR, SUBCONTRACTS OVERHEAD & PROFIT.			A. TOTAL CONST COST OF ENTIRE JOB \$		C. MECH COST \$		E. SPRINKLER COST \$		G. TOTAL CONSTRUCTION COST LESS TRADE PERMITS \$
	B. ELEC. COST \$		D. PLUMB COST \$		F. ELEVATOR COST \$					
WORK DESCRIPTION	33 DESCRIBE SCOPE OF WORK Construct one-story addition (13'x15') on the rear of a single-family attached dwelling									
LIEN INFORMATION	34 LIEN AGENT NAME						35 PHONE NO			
	36 ADDRESS						ZIP CODE			
	37 CONTACT PERSON Tim Farrow						38 CONTACT PHONE NO 804-252-1427		39 CONTACT FAX NO	
CONTACT INFORMATION	40 CONTACT ADDRESS 622 Holly Street Richmond, VA						ZIP CODE 23220		41 EMAIL tfarrow100@gmail.com	
	42 DO YOU WANT TO BE CALLED TO PICK UP PERMIT WHEN ISSUED? <input type="checkbox"/> YES <input type="checkbox"/> NO									
	43 ENGINEER/ARCHITECT NAME			44 ENGINEER/ARCHITECT PHONE NO			45 ENGINEER/ARCHITECT FAX NO			46
REAR ONLY	47 ROOF TYPE 1 (SEE BACK FOR LIST)			48 NO. OF SQUARES			49 TYP OF TYP			50
	51 NOT REQUIRED FOR 1 & 2 FAMILY <input type="checkbox"/> YES <input type="checkbox"/> NO			52 AUTOMATIC SPRINKLERS <input type="checkbox"/> YES <input type="checkbox"/> NO			53 FIRE ALARM SYSTEM <input type="checkbox"/> YES <input type="checkbox"/> NO			
	54 BUILDING FINISHED AREA NEW OR ADDITION (SQ. FT.)			55 BUILDING UNFINISHED AREA NEW OR ADDITION (SQ. FT.)			56 GARAGE AREA (SQ. FT.)			57
LOT & BUILDING SIZE	58 DECK AREA (SQ. FT.)			59 BUILDING AREA EXISTING (SQ. FT.) (PER FLOOR)			60 TOTAL AREA AT COMPLETION (SQ. FT.) (PER FLOOR)			61
	62 TOTAL BUILDING HEIGHT			63						
	64 NO. OF ON SITE PARKING SPACES (STREET SPACES DO NOT COUNT)			65 NO. OF SPACES AT ANOTHER LOCATION			66 LOCATION			67
SITING WORK	68 WILL THERE BE A <input type="checkbox"/> NEW CURB <input type="checkbox"/> RELOCATED CURB <input type="checkbox"/> DRIVEWAY			69 WILL THERE BE ANY SITE GRADING OR LAND DISTURBING ACTIVITY? <input type="checkbox"/> YES <input type="checkbox"/> NO			70 TOTAL AREA TO BE DISTURBED (SQ. FT.)			71
	72 IS SURVEY OR SITE PLAN ATTACHED? <input type="checkbox"/> YES <input type="checkbox"/> NO									
	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.									
OWNERS AFFIDAVIT	PRINTED NAME			SIGNATURE			DATE			
	A (NAME OF APPLICANT)									B (CERTIFY I HAVE)
	HAS BEEN INSPECTED OR MEETS THE EXCEPTIONS OF SECTION 110.3, THE VIRGINIA UNIFORM STATEWIDE BUILDING CODE, THE ASBESTOS STANDARD FOR THE HAZARDOUS AIR POLLUTANT (HESHAPS) AND OSHA STANDARDS FOR CONSTRUCTION WORKERS									
OFFICE USE ONLY	ARTS DISTRICT YES <input type="checkbox"/> NO <input type="checkbox"/>			HISTORICAL DISTRICT YES <input type="checkbox"/> NO <input type="checkbox"/>			VIOLATION ON PROPERTY YES <input type="checkbox"/> NO <input type="checkbox"/>			DELINQUENT TAXES DUE? YES <input type="checkbox"/> NO <input type="checkbox"/>
	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
	IS PROPERTY IN 100 YR FLOOD PLAIN? <input type="checkbox"/> YES <input type="checkbox"/> NO			FLOOD ELEV			SITE ELEV			CHESAPEAKE A YES <input type="checkbox"/> NO <input type="checkbox"/>
APPLICATION APPROVED BY			DATE			APPLICATION DISAPPROVED BY			DATE	

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