



CITY OF RICHMOND

DEPARTMENT OF  
PLANNING AND DEVELOPMENT REVIEW  
BOARD OF ZONING APPEALS

February 15, 2019

McKenna Brown  
3019 Stonewall Avenue  
Richmond, Virginia 23225

Char Dunbar  
E C Builders LLC  
8830 Trevillian Road  
North Chesterfield, VA 23235

To Whom It May Concern:

RE: **BZA 08-2019**

You are hereby notified that the Board of Zoning Appeals will hold a public hearing on Wednesday, March 6, 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 second story addition onto an existing accessory building at 3019 STONEWALL AVENUE (Tax Parcel Number S000-1240/017), located in an R-5 (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

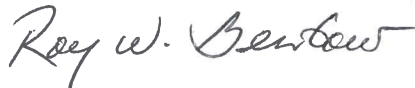
February 15, 2019

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/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.

Dooley Julia L  
706 W 31st St  
Richmond VA 23225

Fink Joseph A & Flood Colleen E Rev Trust Trs  
3006 New Kent Ave  
Richmond VA 23225

Loewen Leonard Mick & Loewen Mark R Walde  
710 W 31st St  
Richmond VA 23225

Lucas Valentine S & Robert M  
8345 Studley Rd  
Mechanicsville VA 23116

Murray Kevin J & Katherine A Keefer  
3020 New Kent Ave  
Richmond VA 23225

Rhodes Stephen C & Martha W  
614 W 30th St  
Richmond VA 23225

Ridderhoff David E & Carol R  
3018a New Kent Ave  
Richmond VA 23225

Shank Michael  
3105 Stonewall Ave  
Richmond VA 23225

Spain John H & Susan V Kennedy  
3009 Stonewall Ave  
Richmond VA 23225

Spears Robert P & Jacquelin B  
3101 Stonewall Ave  
Richmond VA 23225

Tinsley Jeffrey K  
618 W 31st St  
Richmond VA 23225

Town Andrew D & Jami L  
3011 Stonewall Ave  
Richmond VA 23225

Vaccarino Patrick J & Diane R  
614 W 31st St  
Richmond VA 23225

Vaughan Betty G  
3016 New Kent Ave  
Richmond VA 23225

Ware Charles V & Rebecca R St Clair  
3003 Stonewall Ave  
Richmond VA 23225

Woodland Heights Baptist Church Tr  
3018 Springhill Ave  
Richmond VA 23225

**Property:** 3019 Stonewall Ave **Parcel ID:** S0001240017**Parcel**

**Street Address:** 3019 Stonewall Ave Richmond, VA 23225-3556  
**Owner:** BROWN ROBERT MCKENNA  
**Mailing Address:** 3019 STONEWALL AVE, RICHMOND, VA 2322500000  
**Subdivision Name :** WOODLAND HEIGHTS  
**Parent Parcel ID:**  
**Assessment Area:** 244 - Woodland Hgts N  
**Property Class:** 120 - R Two Story  
**Zoning District:** R-5 - Residential (Single Family)  
**Exemption Code:** -

**Current Assessment**

**Effective Date:** 01/01/2019  
**Land Value:** \$55,000  
**Improvement Value:** \$343,000  
**Total Value:** \$398,000  
**Area Tax:** \$0  
**Special Assessment District:** None

**Land Description**

**Parcel Square Feet:** 9176  
**Acreage:** 0.211  
**Property Description 1:** WOODLAND HGTS L17&19 B57  
**Property Description 2:** 0062.00X0148.00 0000.000  
**State Plane Coords( ?<#>):** X= 11782561.500024 Y= 3714369.777984  
**Latitude:** 37.51943987 , **Longitude:** -77.46672281

**Description**

**Land Type:** Residential Lot A  
**Topology:** Level  
**Front Size:** 62  
**Rear Size:** 148  
**Parcel Square Feet:** 9176  
**Acreage:** 0.211  
**Property Description 1:** WOODLAND HGTS L17&19 B57  
**Property Description 2:** 0062.00X0148.00 0000.000  
**Subdivision Name :** WOODLAND HEIGHTS  
**State Plane Coords( ?<#>):** X= 11782561.500024 Y= 3714369.777984  
**Latitude:** 37.51943987 , **Longitude:** -77.46672281

**Other**

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

**Assessments**

Assessment Year	Land Value	Improvement Value	Total Value	Reason
2019	\$55,000	\$343,000	\$398,000	Reassessment
2018	\$50,000	\$303,000	\$353,000	Reassessment
2017	\$50,000	\$287,000	\$337,000	Reassessment
2016	\$50,000	\$287,000	\$337,000	Reassessment
2015	\$55,000	\$257,000	\$312,000	Reassessment
2014	\$55,000	\$257,000	\$312,000	Reassessment
2013	\$55,000	\$282,000	\$337,000	Reassessment
2012	\$55,000	\$282,000	\$337,000	Reassessment
2011	\$55,000	\$300,000	\$355,000	Assessment
2010	\$55,000	\$250,000	\$305,000	Reassessment
2009	\$55,000	\$228,400	\$283,400	Reassessment
2008	\$55,000	\$194,000	\$249,000	Reassessment
2007	\$55,000	\$176,400	\$231,400	Reassessment
2006	\$46,200	\$176,400	\$222,600	Reassessment
2005	\$26,400	\$168,000	\$194,400	Reassessment
2004	\$23,600	\$150,000	\$173,600	Reassessment
2003	\$22,700	\$144,200	\$166,900	Reassessment
2002	\$20,100	\$127,600	\$147,700	Reassessment
2001	\$18,150	\$114,950	\$133,100	Reassessment
1998	\$15,000	\$95,000	\$110,000	Not Available

**Transfers**

Transfer Date	Consideration Amount	Grantor Name	Deed Reference	Verified Market Sale Description
12/18/2012	\$0	BROWN R MCKENNA AND	ID2012- 25293	2 - INVALID SALE-Relation Between Buyer/Seller
10/19/2001	\$204,950	DAUM GERALD D & MARGARET P	ID2001- 28640	
10/28/1992	\$96,000	Not Available	00322-0302	
05/20/1988	\$85,000	Not Available	000166- 00169	

**Planning**

**Master Plan Future Land Use:** SF-LD  
**Zoning District:** R-5 - Residential (Single Family)  
**Planning District:** Old South  
**Traffic Zone:** 1151  
**City Neighborhood Code:** WDLH  
**City Neighborhood Name:** Woodland Heights  
**Civic Code:** 1410  
**Civic Association Name:** Woodland Heights Civic Association  
**Subdivision Name:** WOODLAND HEIGHTS  
**City Old and Historic District:**  
**National historic District:** Woodland Heights  
**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	3005	0605003	060500
1990	303	0605003	060500

**Schools**

**Elementary School:** Westover Hills  
**Middle School:** Thompson  
**High School:** Wythe

**Public Safety**

**Police Precinct:** 3  
**Police Sector:** 312  
**Fire District:** 17  
**Dispatch Zone:** 171A

**Public Works Schedules**

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

**Government Districts**

**Council District:** 5  
**Voter Precinct:** 508  
**State House District:** 69  
**State Senate District:** 10  
**Congressional District:** 4

**Extension 1 Details**

**Extension Name:** R01 - Residential record #01  
**Year Built:** 1910  
**Stories:** 2  
**Units:** 0  
**Number Of Rooms:** 8  
**Number Of Bed Rooms:** 3  
**Number Of Full Baths:** 2  
**Number Of Half Baths:** 0  
**Condition:** good for age  
**Foundation Type:** 1/4 Bsmt, 3/4 Crawl  
**1st Predominant Exterior:** Wood siding / Wood shake  
**2nd Predominant Exterior:** N/A  
**Roof Style:** Hip  
**Roof Material:** Slate or tile  
**Interior Wall:** Plaster  
**Floor Finish:** Hardwood-std oak, Ceramic tile  
**Heating Type:** Heat pump  
**Central Air:** Y  
**Basement Garage Car #:** 0  
**Fireplace:** Y  
**Building Description (Out Building and Yard Items):** Miscellaneous

**Extension 1 Dimensions**

**Finished Living Area:** 2591 Sqft  
**Attic:** 0 Sqft  
**Finished Attic:** 0 Sqft  
**Basement:** 538 Sqft  
**Finished Basement:** 0 Sqft  
**Attached Garage:** 0 Sqft  
**Detached Garage:** 0 Sqft  
**Attached Carport:** 0 Sqft  
**Enclosed Porch:** 0 Sqft  
**Open Porch:** 635 Sqft  
**Deck:** 0 Sqft

&lt;#&gt;

**Property Images**

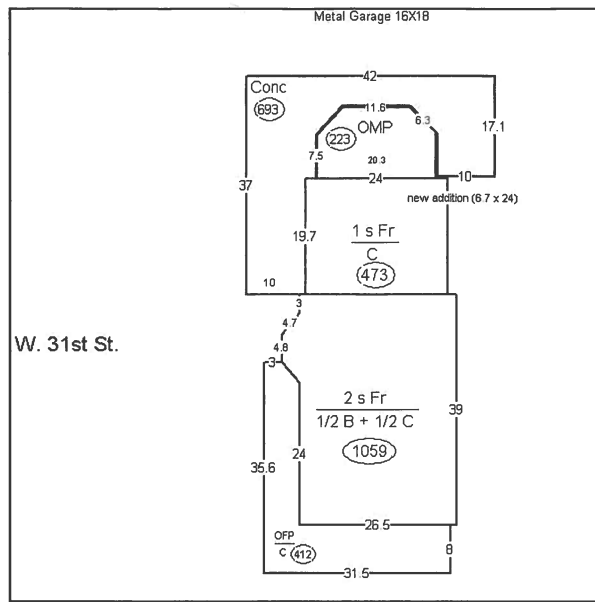
Name:S0001240017 Desc:R01

[Click here for Larger Image](#)



**Sketch Images**

Name:S0001240017 Desc:R01



BZA 08-2019

## 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: McKenna BrownPHONE: (Home) (804) 230-1930 (Mobile) (804) 357-5307ADDRESS 3019 Stonewall Avenue

FAX: ( ) ( ) (Work) ( ) ( )

Richmond, Virginia 23225E-mail Address: mckenna.brown@verizon.netPROPERTY OWNER'S Char DunbarREPRESENTATIVE: E C Builders LLCPHONE: (Home) ( ) ( ) (Mobile) (804) 873-2683(Name/Address) 830 Trevillian Road

FAX: ( ) ( ) (Work) ( ) ( )

North Chesterfield, VA 23235E-mail Address: charcd60@hotmail.com

## TO BE COMPLETED BY THE ZONING ADMINISTRATION OFFICE

PROPERTY ADDRESS (ES) 3019 Stonewall AvenueTYPE OF APPLICATION: ☐ VARIANCE ☒ SPECIAL EXCEPTION ☐ OTHER \_\_\_\_\_ZONING ORDINANCE SECTION NUMBERS(S): 30-300, 30-410.5(2)(3) & 30-630.1(a)APPLICATION REQUIRED FOR: A building permit to construct a second story addition onto an existing accessory building.TAX PARCEL NUMBER(S): S000-1240/017 ZONING DISTRICT: R-5 (Single-Family Residential)

REQUEST DISAPPROVED FOR THE REASON THAT: The side yard and rear yard (setback) requirement is not met. A street side yard of ten feet (10') is required; nine-tenths of a foot (0.9') is proposed along the 31<sup>st</sup> Street property line. A rear yard of five feet (5') is required; zero is proposed along the rear property line.

DATE REQUEST DISAPPROVED: December 14, 2018FEE WAIVER: YES ☐ NO: ☒DATE FILED: December 14, 2018 TIME FILED: 11:45 am PREPARED BY: Josh Young RECEIPT NO. BZAR-046121-2018AS 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) 1 OF THE ZONING ORDINANCE OF THE CITY OF RICHMOND

## TO BE COMPLETED BY APPLICANT

I have read the Ordinance, Regulations for Processing Fee Cases & the Board's Exemption 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: 2-2-19

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

CASE NUMBER: BZA 08-2019 HEARING DATE: March 6, 2019 AT 1:00 P.M.

BOARD OF ZONING APPEALS CASE BZA 08-2019  
150' Buffer

APPLICANT(S): McKenna Brown

PREMISES: 3019 Stonewall Avenue

(Tax Parcel Number S000-1240/017)

SUBJECT: A building permit to construct a second  
story addition onto an existing accessory building.

REASON FOR THE REQUEST: Based on Sections 30-300,  
30-410.5(2)(3) & 30-630.1(a)  
of the Zoning Ordinance for the reason that:  
The side yard and rear yard (setback) requirements are not met.





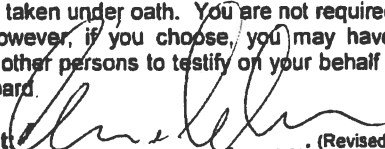

## BOARD OF ZONING APPEALS PRESENTATION SUGGESTIONS

### CITY OF RICHMOND, VIRGINIA

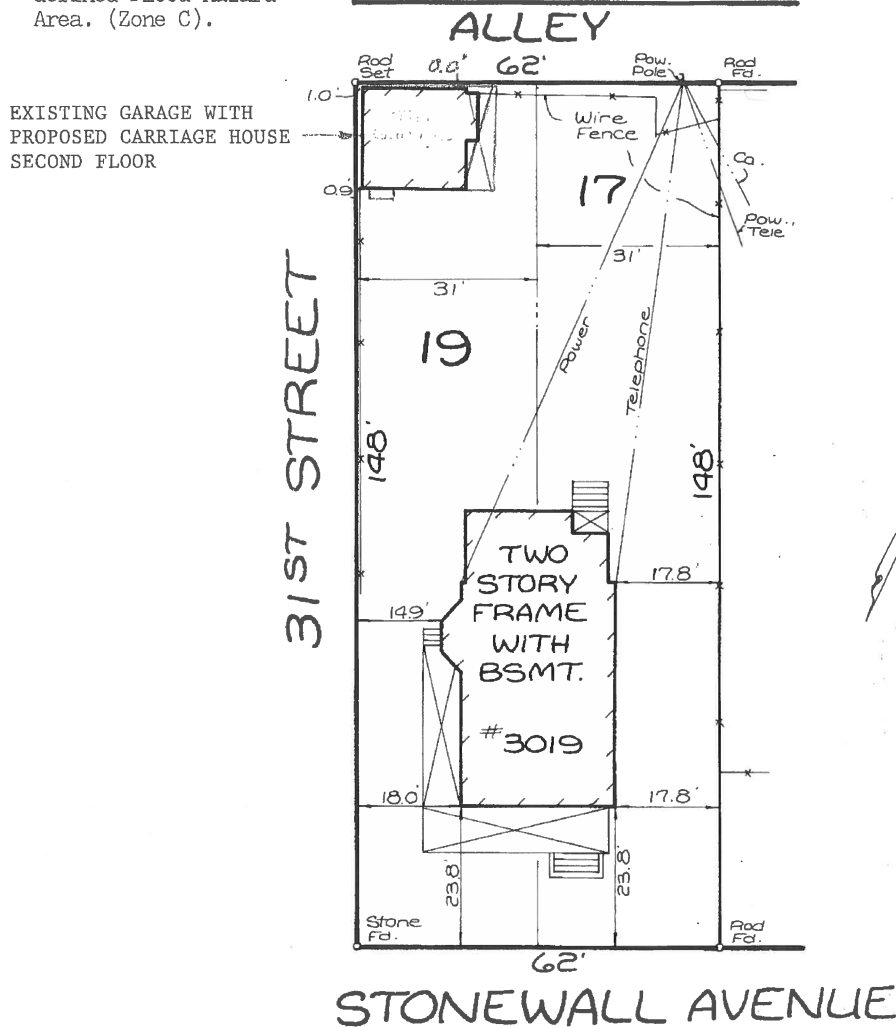
When presenting your request for a variance or exception to the Board of Zoning Appeals, it is important that you consider the points outlined below. The City Charter requires that every decision of the Board must be based upon a finding of fact that the Board must determine from sworn testimony, together 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.

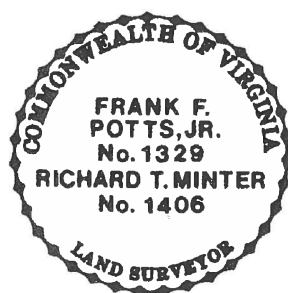
Acknowledgement of Receipt by Applicant or Authorized Agent

 (Revised 8/8/14) 

Notes: This property is not located within a H.U.D. defined Flood Hazard Area. (Zone C).



PLAT SHOWING IMPROVEMENTS ON LOTS 17, & 19, BLOCK "57",  
PLAN OF "WOODLAND HEIGHTS", IN THE  
CITY OF RICHMOND, VIRGINIA.



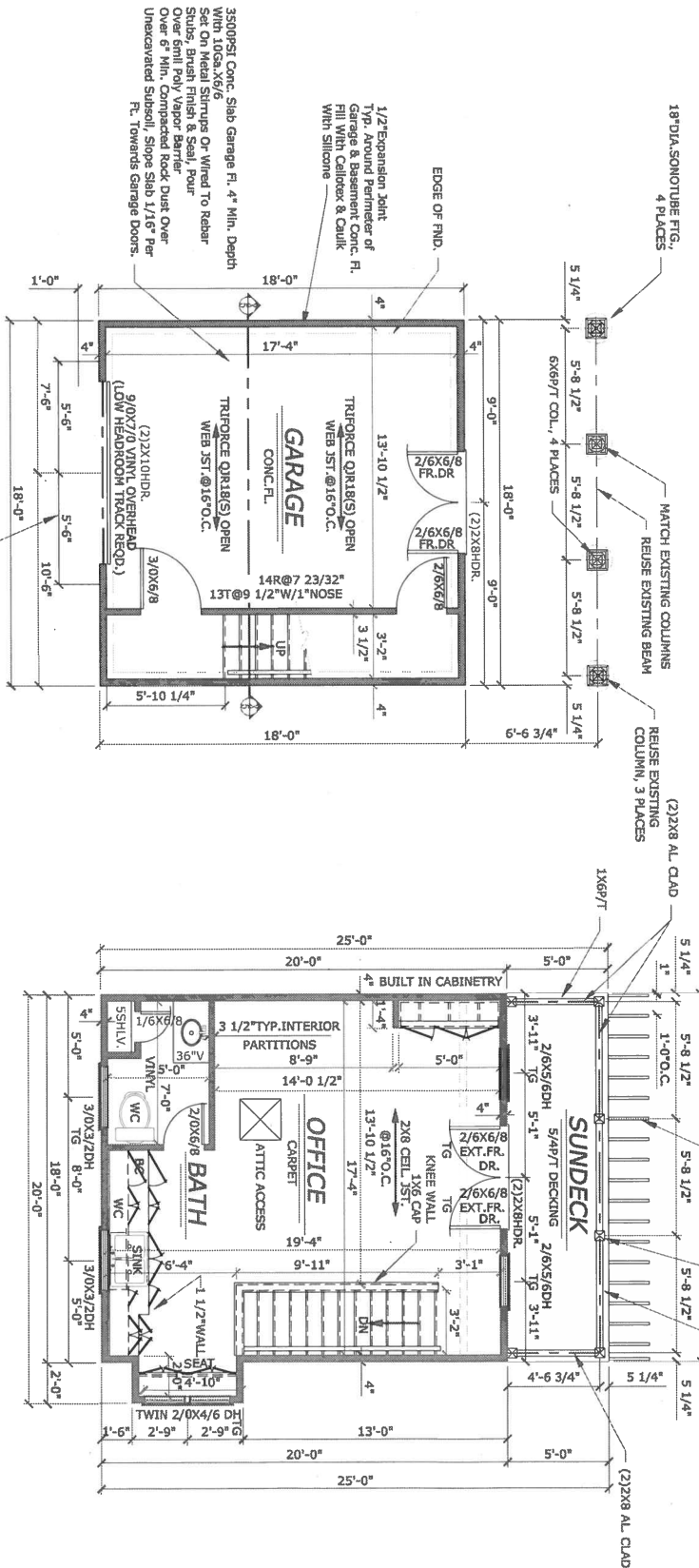
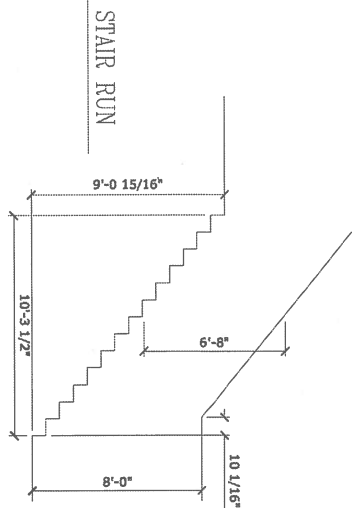
This is to certify that on May 16, 1988, I made an accurate Field Survey of the premises shown hereon; that all improvements and easements known or visible are shown hereon; that there are no encroachments by improvements either from adjoining premises or from subject premises upon adjoining premises, other than as shown hereon.

*Richard J. Minter*

**Potts and Minter**  
Professional Land Surveyors  
10138B HULL STREET ROAD, MID., VA. 23113, 745-2876

Date: May 16, 1988  
Scale: 1" = 25'  
J.N. 8510-55

1. All Heavy to be Solid & Heavy Plates
2. Footings to be square, Square, Clean & bear on Undersized Soil below the first line
3. Ties & Rods to be treated to Prevent Corrosion
4. Slabs to be finished
5. All Steel to be treated to be Metal
6. All Steel to be removed from Civil Works
7. All Wall, Bulkhead & Forms to be removed Before Necessary Construction Begins
8. Construction to Conform to Local Codes
9. It is the OWNER, CONTRACTOR OR BUILDERS Responsibility to insure That Construction Conforms to All Local Codes and Ordinances
10. It is the Responsibility of the Owner & Builder of Contractors to insure That the Soil conditions of the Building Site have been studied & the Soil design & design of the structure is in accordance with the design of the structure
11. All Accidents & Damages
12. Design Soil Capacity 150,000PSI, 90,000 PSI
13. Design Civil Capacity 100,000PSI, 100,000 PSI
14. Design Gravel Structural Steel 135



1ST FLOOR PLAN

3245Q. FT. FIN. SPACE


## 2ND FLOOR PLAN

3245Q. FT. FIN. SPACE  
905Q. FT. DECK

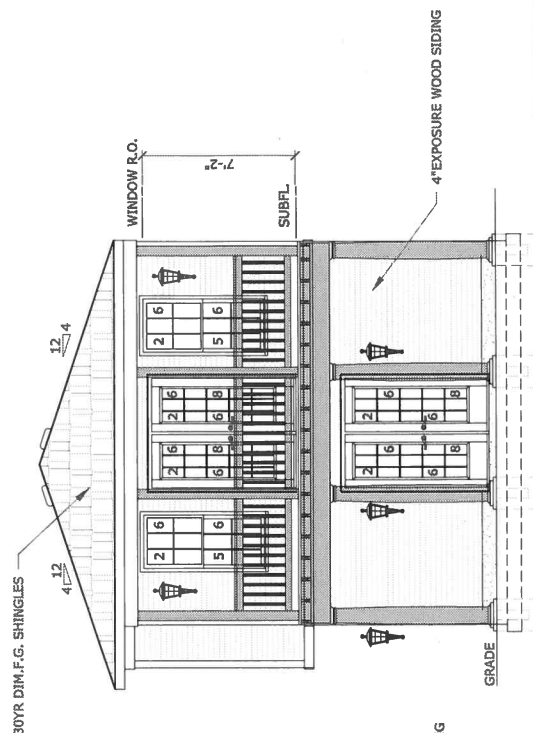
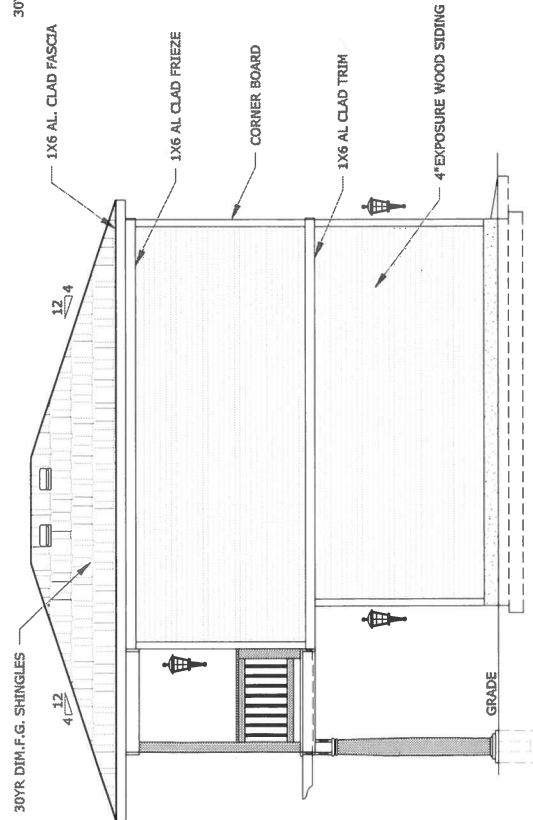
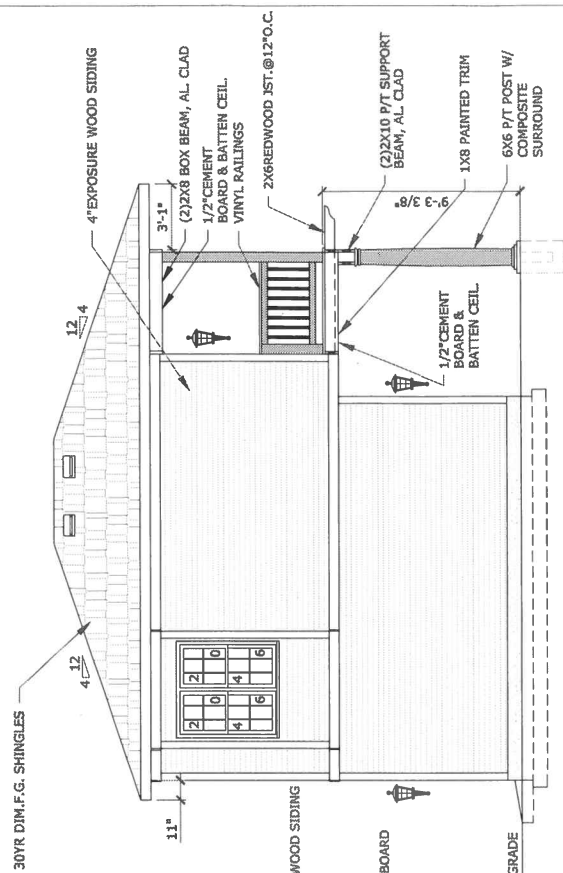
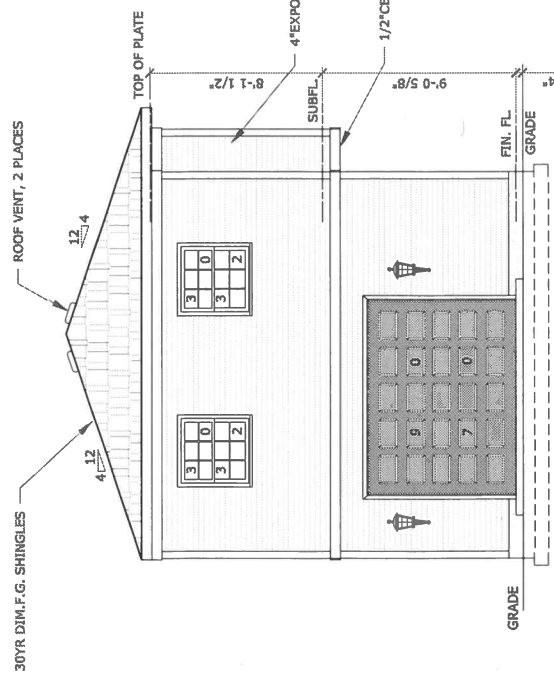
Purchaser Assumes Complete Liability for Construction of the Structure. Storm on These Plans and Agrees Upon Purchase of These Plans that American Home Plans, Inc. and its Employees May Not Be Held Responsible for Any Structure Built With a Sadder, Contractor or General Manager Other Than American Home Plans, Inc. Managing the Construction.

These Plans Not to Be Used For Construction Without a Purchase Receipt From American Home Plans, Inc.

REVISED 1/30/19 CHANGED BATH FIXTURES  
ADDED LINEN CLOSET

**E.C. BUILDERS, LLC**  
 **American Home Plans, Inc.**  
 400 DAKOTA RD., N. CHEROKEE, VA 22604-80-00-00-00  
 Scale: 1/4" = 1' Day: 97-EST 000000 DocId:31411818  
**CARRIAGE HOUSE**  
 PLAN: F111818  
 SET 2 of 7





LEFT SIDE ELEVATION

REAR ELEVATION

REAR ELEVATION

LOCATION: 3017 STONEWALL AVENUE  
RICHMOND, VA. 23225

E.C. BUILDERS, LLC  
American Home Plans, Inc.  
400 BROADWAY #100, NEWTON, MA 02459-1000  
Scale: 1/4"=1'-0" Dwg. By: JBR/MS/2001 Date: 12/1/01  
CARRIAGE HOUSE  
PLAN: F11818

Purchaser Assumes Complete Liability for Construction of the Structure Shown on These Plans and Agrees Upon Purchase of These Plans That American Home Plans, Inc. and its Employees May Not Be Held Responsible for Any Structure Built With a Builder, Contractor or General Manager Other Than American Home Plans, Inc. Managing the Construction.



EXAMPLES OF STRUCTURES  
RURAL AREA



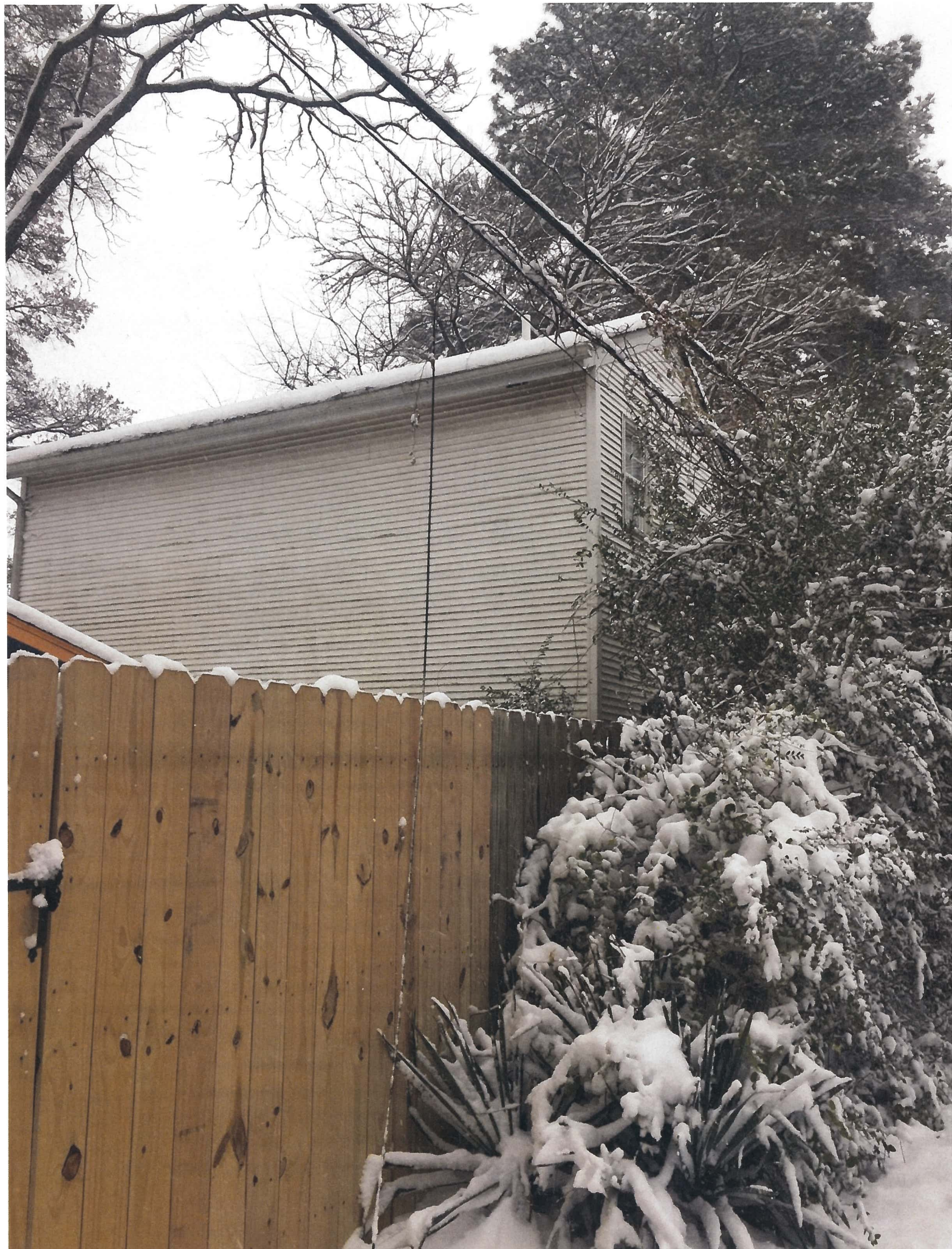
















CVMA  
800.340.5500  
WWW.CVMA.COM

December 9, 2018

To the Members of the Board of Zoning Appeals

We request a variance in order to renovate our existing garage building, adding a second floor on the original site. Our understanding is that code would require moving the structure further from the alley. In our case, this would not be possible without destroying significant legacy landscaping, especially an 80 year old magnolia tree.

Our house, located at 3019 Stonewall Avenue, was built in 1913 and when we purchased it in 2001 we benefitted from the vision and wisdom of the original owners who planted English boxwoods, camellias & said magnolia. We go to great efforts, including hiring professional horticulturists, to keep these legacy plantings in good health. These horticulturalists have expressed amazement at the size and height of the camellias, sharing that they've seldom if ever seen others in the Richmond area of such size. Many of these too would be destroyed by moving the structure. Moving the structure back would also necessitate the removal of a large elm tree in the right of way.

We believe that the renovation and improvement of the garage building will increase the value of the property, and thereby benefit the neighborhood. Our goal is to create a structure that blends harmoniously with and reflects the period and architectural elements of the main house, all enhancing the surrounding area. We are avid fans of our Woodland Heights neighborhood and appreciate many of its charms, including the abundance and variety of trees. We hope that we will be able to move forward with this improvement while saving the legacy of trees and plants we enjoy in our yard.

INSTRUCTIONS:  
DO NOT  
DETACH THIS STUB

COMPLETE ALL ITEMS ON THIS SIDE OF FORM  
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) 3019 Stonewall Avenue						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				
	9 CITY STATE ZIP CODE			10 CONTRACTOR FAX NO.				
BUILDING INFORMATION	11 PROPERTY OWNER NAME McKenna Brown			12 PROPERTY OWNER ADDRESS/ZIP 3019 Stonewall Avenue Richmond, VA 23225			13 OWNER DAYTIME TELEPHONE NO.	
	14 DESCRIBE CURRENT STRUCTURE USE			15 DESCRIBE PROPOSED STRUCTURE USE				
	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"/> TUP	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
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. LODGING HOUSE <input type="checkbox"/> 2. NURSING HOME <input type="checkbox"/> 3. ADULT CARE RESIDENCE	
	INSTRUCTIONS: ENTER APPROPRIATE AMOUNTS FOR A, B, C, D, E & F. TOTAL A, 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. ELEG. COST \$			D. PLUMB. COST \$	F. ELEVATOR COST \$			
	24 DESCRIBE SCOPE OF WORK Construct second story addition onto existing accessory structure							
LIEN INFORMATION	35 LIEE AGENT NAME			36 PHONE NO.				
	37 ADDRESS			38 ZIP CODE				
	39 CONTACT PERSON Char Dunbar / E.C. Builders LLC			40 CONTACT PHONE NO. 804-873-2683		41 CONTACT FAX NO.		
	42 CONTACT ADDRESS 8830 Trevillian Road North Chesterfield, VA			43 ZIP CODE 23235	44 EMAIL charcd60@hotmail.com			
CONTACT PERSON	45 DO YOU WANT TO BE CALLED TO PICK UP PERMIT WHEN ISSUED? <input type="checkbox"/> YES <input type="checkbox"/> NO			NAME PHONE NO.				
	46 ENGINEER/ARCHITECT NAME			47 ENGINEER/ARCHITECT PHONE NO.	48 ENGINEER/ARCHITECT FAX NO.	49 EMAIL		
	50 ROOF TYPE 1 (SEE BACK FOR LIST)			51 NO. OF SQUARES	52 ROOF TYPE 2 (SEE BACK FOR LIST)		53 NO. OF SQUARES	
	NOT REQUIRED FOR 1 & 2 FAMILY <input 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		
LOT & BUILDING SIZE	56 BUILDING FINISHED AREA NEW OR ADDITION (SQ. FT.)		57 BUILDING UNFINISHED AREA (SQ. FT.)		58 GARAGE AREA (SQ. FT.)		59 ENCLOSED PORCH AREA (SQ. FT.)	
	60 DECK 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 NO. OF ON SITE PARKING SPACES (STREET SPACES DO NOT COUNT)		65 NO. OF SPACES AT ANOTHER LOCATION		66 LOCATION		LEASE ATTACHED? <input type="checkbox"/> YES <input type="checkbox"/> NO	
	67 WILL THERE BE A <input type="checkbox"/> NEW CURB <input type="checkbox"/> RELOCATED CURB <input type="checkbox"/> DRIVEWAY		68 WILL THERE BE ANY SITE GRADING OR LAND DISTURBING ACTIVITY? <input type="checkbox"/> YES <input type="checkbox"/> NO		69 TOTAL AREA TO BE DISTURBED (SQ. FT.)		70 IS SURVEY OR SITE PLAN ATTACHED? <input type="checkbox"/> YES <input type="checkbox"/> NO	
OWNERS AFFIDAVIT	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.							
	PRINTED NAME			SIGNATURE			DATE	
	A. I (NAME OF APPLICANT) 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.							
ASBESTOS CERTIFICATION	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	
	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 BAY PROTECTION AREA? <input type="checkbox"/> YES <input type="checkbox"/> NO	
OFFICE USE ONLY	APPLICATION APPROVED BY		DATE		APPLICATION DISAPPROVED BY		DATE	
	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	
	APPLICATION APPROVED BY		DATE		APPLICATION DISAPPROVED BY		DATE	
	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	

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