



Westmoreland County
LAND USE ADMINISTRATION

PO Box 1000, Montross, VA 22520
 Phone: 804-493-0120 Fax: 804-493-0604



PERMIT APPLICATION
FOR
ALL PERMIT TYPES

Permit # _____

Legible Printing Please	
Date: _____	Tax Map ID# _____
Project Address: _____	
Magisterial District: _____	Zoning: _____
Property Owner:	
_____	Phone: _____
Mailing Address: _____	Cell Phone: _____
City, State, Zip: _____	FAX: _____
General Contractor/ Applicant:	
_____	Phone: _____
Mailing Address: _____	Cell Phone: _____
City, State, Zip: _____	FAX: _____
License #: _____	Class: _____ Exp. Date: _____
Responsible Land Disturber:	
_____	Phone: _____
Mailing Address: _____	Cell Phone: _____
City, State, Zip: _____	FAX: _____
License #: _____	Exp. Date: _____
General Contractors' Mechanic's Lien Agent:	
_____	Phone: _____
Mailing Address: _____	Cell Phone: _____
City, State, Zip: _____	FAX: _____
Contact Person: _____	
Description of Project: (Proposed Use of Bldg or Site)	
_____ _____ _____	
Project Cost: _____	

(OVER)

Approved by: _____

Date: _____

IDENTIFY CONTRACTORS TO BE ON-SITE

<i>Electrical Contractor:</i>	_____	Phone:	_____
License number:	_____		
Mailing Address:	_____		
<i>Plumbing Contractor:</i>	_____	Phone:	_____
License number:	_____		
Mailing Address:	_____		
<i>Mechanical Contractor:</i>	_____	Phone:	_____
License number:	_____		
Mailing Address:	_____		

CIRCLE AND COMPLETE THE AREAS THAT APPLY TO THE PROJECT

Use		Construction	Exterior	Interior	Roofing	Plumbing/Heating
Dwelling	Yes No	Modular	Wood	Plaster	Shingles	# Bathrooms
Addition	Yes No	Wood Frame	Brick	Wall Board	Slate	# Fireplace
Garage	Yes No	Brick	Vinyl	Panel	Metal	# A/C units
Commercial	Yes No	Tile-C Block	Aluminum	Tile		# Heat Units
Other		Other	Other	Other	Other	Other

Features

Year of Mobile Home	(If Applicable)	Health Department Permit #:
# Porch(s)		Sewage Disposal: _____Private _____Public
# Bedrooms		Health Department Permit #:
# Stories & Height		Water Supply: _____Private _____Public
# Deck(s)		Electric Company: _____Northern Neck Electric _____Dominion

Notes:

Fees (to be calculated by staff):

Building (\$50, \$175, \$500 base fee)	
Building (+ 5¢ per SF)	
Building (trailer, pool, sign, etc.)	
Electric (\$50 base fee)	
Electric (+ 5¢ per SF)	
Plumbing (\$50 base fee)	
Plumbing (+ 5¢ per SF)	
Heating & AC (\$50 base fee)	
Heating & AC (+ 5¢ per SF)	
Gas line/tank (\$50 base fee only)	
Demolition (\$50 base fee only)	
Sub Total:	
Virginia Surcharge (2%)	
Land Disturbing (per SF)	
County Stormwater (\$290)	
Zoning (per SF)	
Zoning for shoreline projects (\$500)	
E-911 (\$50 base fee only)	
Total Non-refundable Fee:	

Make Checks Payable to:

"Treasurer of Westmoreland County"

CONTRACTOR, OWNER OR AGENT AS APPLICANT: (circle applicant type) Date: _____

I hereby grant permission for staff, Commission and Board members to go upon the property. I certify that the above statements are true to the best of my knowledge and understand that any deviations, change or construction not shown on these plans will null and void the approval so granted. I further understand that this permit is valid for one year from the date of issue. I also acknowledge that incomplete application and/or plans shall be returned and delay the approval.

Email Address:	_____
Print Name:	_____
Signature:	_____