



PERMIT RENEWAL REQUEST FORM

Building Permit # _____

Building Office, Division of Zoning & Development Services
Fauquier County Department of Community Development
29 Ashby Street, Suite 310, Warrenton, Virginia 20186

Building Phone: 422-8230
Facsimile: 422-8231

Pursuant to Section 110.6 of the Virginia Uniform Statewide Building Code a permit may be revoked if the work is suspended or abandoned, with no activity for a period of 6 months or more. A permit may be renewed to extend the time-frame for completion; renewal is at the discretion of the Building Official, but permits will typically be extended unless there are extensive continuous delays or other unique circumstances. It is in the applicant's best interest to renew a permit so that work started can be finished under the original permit and the building code requirements in place at the time the permit was first issued.

Please complete and submit this form to request a renewal, along with the required renewal fee, as listed below. Check appropriate boxes.

FEE SCHEDULE FOR RENEWALS

<u>Situation</u>	<u>Fee</u>
1 st Renewal within 6 month time frame (30 day grace period)	No Charge
1 st Renewal more than 30 days overdue	\$45 renewal fee
Subsequent Renewal	\$45 renewal fee per 6 months elapsed (or portion thereof)
Additional Site Visit Fee required if last inspection is over 1 year ago or Building Official discretion	\$65 site visit
Exceptions:	
<ul style="list-style-type: none"> If calculated fee is > original Building fee then the renewal fee equals the original Building fee or \$200, whichever is less "Original Building fee" does NOT include trade permit fees or plan review fees. Renewal of a trade only permit will be \$45 for any expiration except the free 1st Renewal noted above. 	
Zoning Permit	
The Zoning Permit is valid so long as the Building permit remains valid. Therefore, any renewal occurring within the 6 months + 30 day grace period does not require a corresponding Zoning Permit renewal. If a Building Permit lapses for over 30 days, and a Zoning Permit was required originally, a new (renewed Zoning) permit is also required, with a \$75 fee.	

I hereby request renewal of Building Permit # _____ located at the following address in Fauquier County _____ so I may obtain the inspections to finalize this permit.

(Please describe reason why the permit is not up to date or has not been completed.)

I understand that **before** I may legally utilize the structure or equipment authorized by the permit, I would need to pass a final inspection and obtain the certificate of use and occupancy if applicable.

I am (please check one): The owner of the property The contractor for the project Other (specify) _____

Applicant's Printed Name: _____

Applicant's Contact Phone Number: _____

Signature: _____ Date: _____

<i>For Office Use Only:</i>	
Fee: _____	<input type="checkbox"/> Approved <input type="checkbox"/> Denied
Notes/Conditions: _____	