

COUNTY OF PRINCE EDWARD, VIRGINIA

www.co.prince-edward.va.us

P. O. Box 382 Farmville, VA 23901
(434) 392-8838 * (434) 392-6683 Fax

Coy W. Leatherwood
Building Official

Office contact: Penny Huskey
phuskey@co.prince-edward.va.us

**** MUST CONTACT BUILDING OFFICE FOR APPOINTMENT ****

**REQUIREMENTS
FOR PERMIT**

ADDITION / REMODEL

- § Zoning Permit (Planning & Zoning Office) --- Additions only, not remodel. (No fee)

- § Health Permit Approval (only if bedroom addition). You must contact Paul Freed or Bob Harris with the Prince Edward County Health Dept (434-392-8187) for approval to add to the existing septic. Health Dept. must contact the building office before the building permit can be issued. ** Health Dept is requiring septic to be pumped if older than 5 years and has not been pumped within that period.

- § 2 sets of Plans. One set must stay in the building office during construction and the 2nd copy must stay on-site during construction.

- § Copy of Contractor's License (which includes business name, address and phone #).

Building Permit Fees: (Add 2% State Tax)

Addition / Remodel	(Residential)	\$ 0.15 per sq.ft. or minimum of \$75
	(Commercial)	\$ 0.10 per sq. ft or minimum of \$100

**Individual permits (those applicable) need to be obtained, by a licensed contractor, for:
Electrical, Plumbing, Mechanical (HVAC) & Gas:**

(Residential)	\$ 50 each
(Commercial)	\$ 100 each

REMINDERS:

- ** Contact your electric company provider to set-up service**
- ** Inspections requirement: please call in advance for inspections (at least 24 hrs notice).**