



Department of Community Planning, Housing and Development
 Inspection Services Division (building.arlingtonva.us)
 2100 Clarendon Blvd., Suite 1000, Ph: 703-228-3800 Fax: 703-228-7046
RESIDENTIAL BUILDING PERMIT APPLICATION

Filing Fee:	Total Fee:
-------------	------------

Job Address	Number and street			Permit holder:										
Home Owner	Name	Phone	Signature		<input type="checkbox"/> Home Owner									
Contractor (if applicable)	Name	VA State License Number	Business License Number	<input type="checkbox"/> Contractor										
	Number and Street	City	State Zip Phone											
Mechanic's Lien Agent	Name	Phone	Acknowledge V.U.S.B.C. Edition: 2012 2015											
	Number and Street	City			State Zip									
Job Details	Briefly describe scope of work: _____ _____			Estimated value of construction: \$ _____										
	<table style="width: 100%; border: none;"> <tr> <td style="width: 33%;"><u>New Residential</u></td> <td style="width: 33%;"><u>Accessory Building</u></td> <td style="width: 33%;"><u>Other Work</u></td> </tr> <tr> <td> 101 <input type="checkbox"/> Single Family Dwelling Detached Sq. ft _____ 102 <input type="checkbox"/> Single Family Dwelling Attached Sq. ft _____ 103 <input type="checkbox"/> Two Family Dwelling Sq. ft _____ </td> <td> Type: _____ Sq. ft _____ <u>Demolition</u> 645 <input type="checkbox"/> Single Family Dwellings 646 <input type="checkbox"/> Two Family Dwellings </td> <td> <input type="checkbox"/> Fireplace/ Chimney lining <input type="checkbox"/> Move Building <input type="checkbox"/> Siding Sq. ft _____ <input type="checkbox"/> Roofing <input type="checkbox"/> Retaining Wall Lin. Ft _____ Height _____ </td> </tr> <tr> <td> <u>Additions and Alterations</u> 434 <input type="checkbox"/> Decks, Addition to Dwelling Sq. ft _____ 434 <input type="checkbox"/> Alterations to Dwelling Sq. ft _____ 438 <input type="checkbox"/> Garages, Carports Sq. ft _____ 434 <input type="checkbox"/> Accessory Dwelling Unit Sq. ft _____ </td> <td> <u>Clearing and Grading</u> Footing & Foundation Sq. ft _____ Land Disturbance Area Sq. ft _____ </td> <td> <input type="checkbox"/> Swimming Pool Sq. ft _____ <input type="checkbox"/> Repair Damage Sq. ft _____ Asbestos Removal Sq. ft _____ </td> </tr> </table>				<u>New Residential</u>	<u>Accessory Building</u>	<u>Other Work</u>	101 <input type="checkbox"/> Single Family Dwelling Detached Sq. ft _____ 102 <input type="checkbox"/> Single Family Dwelling Attached Sq. ft _____ 103 <input type="checkbox"/> Two Family Dwelling Sq. ft _____	Type: _____ Sq. ft _____ <u>Demolition</u> 645 <input type="checkbox"/> Single Family Dwellings 646 <input type="checkbox"/> Two Family Dwellings	<input type="checkbox"/> Fireplace/ Chimney lining <input type="checkbox"/> Move Building <input type="checkbox"/> Siding Sq. ft _____ <input type="checkbox"/> Roofing <input type="checkbox"/> Retaining Wall Lin. Ft _____ Height _____	<u>Additions and Alterations</u> 434 <input type="checkbox"/> Decks, Addition to Dwelling Sq. ft _____ 434 <input type="checkbox"/> Alterations to Dwelling Sq. ft _____ 438 <input type="checkbox"/> Garages, Carports Sq. ft _____ 434 <input type="checkbox"/> Accessory Dwelling Unit Sq. ft _____	<u>Clearing and Grading</u> Footing & Foundation Sq. ft _____ Land Disturbance Area Sq. ft _____	<input type="checkbox"/> Swimming Pool Sq. ft _____ <input type="checkbox"/> Repair Damage Sq. ft _____ Asbestos Removal Sq. ft _____	
	<u>New Residential</u>	<u>Accessory Building</u>	<u>Other Work</u>											
101 <input type="checkbox"/> Single Family Dwelling Detached Sq. ft _____ 102 <input type="checkbox"/> Single Family Dwelling Attached Sq. ft _____ 103 <input type="checkbox"/> Two Family Dwelling Sq. ft _____	Type: _____ Sq. ft _____ <u>Demolition</u> 645 <input type="checkbox"/> Single Family Dwellings 646 <input type="checkbox"/> Two Family Dwellings	<input type="checkbox"/> Fireplace/ Chimney lining <input type="checkbox"/> Move Building <input type="checkbox"/> Siding Sq. ft _____ <input type="checkbox"/> Roofing <input type="checkbox"/> Retaining Wall Lin. Ft _____ Height _____												
<u>Additions and Alterations</u> 434 <input type="checkbox"/> Decks, Addition to Dwelling Sq. ft _____ 434 <input type="checkbox"/> Alterations to Dwelling Sq. ft _____ 438 <input type="checkbox"/> Garages, Carports Sq. ft _____ 434 <input type="checkbox"/> Accessory Dwelling Unit Sq. ft _____	<u>Clearing and Grading</u> Footing & Foundation Sq. ft _____ Land Disturbance Area Sq. ft _____	<input type="checkbox"/> Swimming Pool Sq. ft _____ <input type="checkbox"/> Repair Damage Sq. ft _____ Asbestos Removal Sq. ft _____												
Certification I hereby certify that I have the authority to make the foregoing application, that the application is correct, and that the construction will conform to the regulations in the Current adopted Virginia Uniform Statewide Building Code, the Zoning Ordinance, and Arlington County codes. By submitting this form I acknowledge that this document is considered to be a Public Record under the Virginia Public Records Act and may be subject to release under the Virginia Freedom of Information Act .														
Signature of Applicant		Print Name	Email Address											
Number and Street		City	State Zip	Phone										
Submission: Bring application, along with additional submission documents (detailed on next page) to: 2100 Clarendon Blvd., Suite 1000, ph: 703-228-3800. This permit shall become invalid if the authorized work is not started and an approved inspection completed within six (6) months from the date issued, and/or if the authorized work is suspended for a period of six (6) months after the work commences. Initials _____ Date _____														

RESIDENTIAL BUILDING PERMIT REQUIREMENTS

Visit our website to learn more: <https://building.arlingtonva.us/paper-submission-requirements/>

All Projects

Before applying for a permit: Please visit the Department of Environmental Services (DES) in person (2100 Clarendon Blvd., Suite 800) to see if your property contains any Arlington County easements or has a Resource Protection Area (RPA) or 100-year flood plain designation before beginning any work or planning – this may greatly impact what type of construction or accessory structures are allowed on a property.

- Check with homeowner or civic associations for their regulations. Although these regulations are not enforced by Arlington County, they may still restrict construction.
- All projects are required to comply with the International Residential Code 2012, as well as the 2012 Virginia Uniform Statewide Building Code.

New Construction

- Four (4) copies of the building plans. Must show the architectural, structural, plumbing and mechanical plans, including calculations, equipment list, duct layout including exhaust system for kitchen, baths and dryer, venting systems and combustion make up air for fuel-burning appliances, signed and sealed by a Virginia-licensed engineer
- Nine (9) copies of the site/grading plans.
 - Must be signed and sealed by an Engineer or Surveyor licensed in the Commonwealth of Virginia.
- Additional applications available online: Water and sewer service application; Stormwater Facility Maintenance and Monitoring Agreement; Building Height Information Worksheet; Lot Coverage Information Worksheet; additional DES and trade permits

Addition or Accessory Structures

- Three (3) sets of the building plans. Must show the architectural, structural, plumbing and mechanical plans (or a mechanical plan review waiver signed by the property owner)
- Three (3) copies of the survey (house plat) signed and sealed by an engineer or a surveyor licensed in the commonwealth of Virginia
- If the proposed construction increases the total number of water closets to more than three (3) water closets, the applicant will be required to upgrade the existing water service line to one inch and the water meter to ¾- inch with the water and sewer service application (available online at arlingtonva.us)

Interior Alterations

- Two (2) sets of building plans. Must show the architectural, structural, plumbing and mechanical plans (or a mechanical plan review waiver signed by the property owner)
- If the proposed construction increases the total number of water closets to more than three (3) water closets, the applicant will be required to upgrade the existing water service line to one inch and the water meter to ¾- inch, which will result in an additional fee

Historic Districts

- In addition to the project-specific requirements above, please include two (2) copies of the stamped approved Certificate of Appropriateness plans from Historical Affairs and Landmark Review Board (application available online at arlingtonva.us)

Additional requirements from DES:

For projects impacting more than 2500 square feet of land disturbance and/or projects in the Chesapeake Bay Resource Protection Area:

- Land disturbance application, Stormwater Facility Maintenance and Monitoring Agreement, four (4) copies of a plan of development, including an erosion and sediment control plan (a grading plan), a stormwater management plan, a landscape conservation plan, and, if applicable, an RPA plan and a water quality impact assessment.

For projects impacting more than 2000 but less than 2500 square feet:

- A certified house location plat, to scale, demonstrating the limits of disturbance within a 10-foot buffer around the footprint of the addition or new construction, certified by a licensed professional engineer, land surveyor, or architect. Please visit <http://building.arlingtonva.us/resource/residential-submission/> for more details.

For projects impacting less than 2000 square feet:

- a plat demonstrating the area of disturbance