

COUNTY OF PRINCE EDWARD, VIRGINIA

[www.co.prince-edward.va.us](http://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](mailto:phuskey@co.prince-edward.va.us)

**All building permits are completed on the computer, however to expedite the process, please complete the following information prior to your appointment.**

NEW CONSTRUCTION (includes Modular)

Zoning Permit Application # (if applicable) \_\_\_\_\_

Name (applicant) \_\_\_\_\_

Name (landowner as it appears on the deed) \_\_\_\_\_

Address (current mailing) \_\_\_\_\_

Phone # \_\_\_\_\_

**(contact # for building official, in case of questions during construction)**

Site Address (road name) \_\_\_\_\_

**(E-911 / Site Address will be established through the building office)**

Directions to Site: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Utility Company \_\_\_\_\_ District \_\_\_\_\_

Tax Map # \_\_\_\_\_ Acres: \_\_\_\_\_

Nature of Work: (new construction (stick-built) or modular) \_\_\_\_\_

Job Value \_\_\_\_\_ Square Feet \_\_\_\_\_

Contractor (Name, address, phone, license # and expiration date)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mech. Lien Agent (Name, address, phone) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

# of Baths \_\_\_\_\_ # of Bedrooms \_\_\_\_\_ Garage \_\_\_\_\_

Carport \_\_\_\_\_ Basement \_\_\_\_\_ # Floors \_\_\_\_\_

Fireplace (wood burning or gas logs) \_\_\_\_\_