



COUNTY OF PRINCE WILLIAM
DEPARTMENT OF PUBLIC WORKS

Environmental Management Division
5 County Complex Court, Suite 170, Prince William, Virginia 22192
Main (703) 792-7070

FY25 OCCUPANCY SITE INSPECTION REQUEST

Staff Use Only

ILP # _____

Amount received (@ **\$176.22/per bldg.**): _____

Received By: _____

RCPT: _____

Received/Emailed Date: _____

Site Inspection Area _____

LND NUMBER: _____

OCCUPANCY SECTION / PHASE** _____

*****One per building***

PROJECT NAME*: _____

****Note: Use formal project name as shown on County-approved plan.***

Site or Subdivision Plan Number: _____

Site Address (es): _____

Building Permit Number(s): _____

Lot or Building Number(s): _____

ONE OF THE FOLLOWING BOXES MUST BE CHECKED TO SCHEDULE A SITE INSPECTION:

☐ Site Occupancy Inspection Request (**Impervious Area Certification Required On Site**)

OR

☐ A phased site plan has been approved for this project

COMPANY NAME: _____

CONTACT PERSON: _____

EMAIL: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

It is understood that the requested site inspection will be conducted within five (5) working days, weather permitting. It is further understood that a Certificate of Use and Occupancy will be issued only when either all outstanding items have been completed or the developer has provided assurance (cash escrow or irrevocable letter of credit) in an amount sufficient to complete the unfinished work as described on the site inspection report punch list items.

SIGNATURE: _____