

## Culpeper County Building Department

### Policies & Procedures: Records Retention



### Subject: Building Permit Records

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Building Official

In accordance with Section 105.4 Records of the 2012 Virginia Uniform Statewide Building Code, Culpeper County Building Department retains building permit records for 3 years after project completion.

It is recommended, that applicant retain any and all copies of permits, plans and inspection reports in the event they sell their home and need to respond to home inspector inquiries. Retaining this information is also useful for future additions or remodeling.