

**Local Board of Building Code Appeals
Town of Herndon – Building Inspections**

777 Lynn Street 2nd Floor, Herndon, VA 20170

Telephone (703) 435-6850

E-Mail: buildinginspections@herndon-va.gov



Local Board of Building Code Appeals (LBBCA) Application

Per section 119.5 of the Virginia Construction Code (2021) and section 107.5 of the Virginia Maintenance Code (2021) Any person aggrieved by the local building department's application of the USBC or the refusal to grant a modification to the provisions of the USBC may appeal to the Local Board of Building Code Appeals (LBBCA). The applicant shall submit a written request for appeal to the LBBCA within 30 calendar days of the receipt of the decision being appealed pertaining to the Virginia Construction Code and shall submit a written request to appeal to the LBBCA within 14 days of the receipt of the decision being appealed pertaining to the Virginia Maintenance Code. Failure to submit a written request for appeal within the time limit established by this section shall constitute acceptance of the building official's decision.

Appeal Information

Date of Building Official's Decision _____

Address Associated with Decision _____

Permit Number (If Applicable) _____

Appellant Information

Name _____

Address _____

Email _____

Contact Telephone _____

Signature _____

Owner Information

Name/Company _____

Address _____

Email _____

Contact Telephone _____

Signature _____

- Appeals related to the Virginia Construction Code must be received with 30 days of the building official's decision.
- Appeals related to the Virginia Maintenance Code must be received with 14 days of the building official's decision.
- Appeals shall be in writing and include the name and address of both the owner of the property and the appellant.
- Appeals shall include a written reason or justification for the appeal.
- A copy of the building official's decision must be submitted with this application.