



## SUBMISSION FORM

All submission forms must include the following information. Separate submission forms must be turned in for each eligible program. **Deadline: July 1, 2025.** Please include this submission form as the first page of your electronic entry. If you do not receive an email confirming receipt of your entry within 3 days of submission, please contact [Gage Harter](#).

### PROGRAM INFORMATION

County: Spotsylvania  
Program Title: Builders Roundtable  
Program Category: Customer service and Community Outreach

### CONTACT INFORMATION

Name: Chuck Stiles  
Title: Director of Code Compliance and Chief Building Official  
Department: Code Compliance  
Telephone: 540-507-7230 Website: spotsylvania.va.us  
Email: cstiles@spotsylvania.va.us

### SIGNATURE OF COUNTY ADMINISTRATOR OR DEPUTY/ASSISTANT COUNTY ADMINISTRATOR

Name: Wanda Parrish  
Title: Assistant County Administrator  
Signature:

*County of Spotsylvania*  
*Founded 1721*

*Board of Supervisors*  
GERALD CHILDRESS  
DEBORAH H. FRAZIER  
LORI HAYES  
JACOB LANE  
KEVIN W. MARSHALL  
DREW MULLINS  
CHRIS YAKABOUSKI



*County Administrator*  
ED PETROVITCH  
*Deputy County Administrator*  
MARK L. COLE  
P. O BOX 99, SPOTSYLVANIA, VA 22553  
Voice: (540) 507-7010  
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*Service, Integrity, Pride*

Hello,

In 2009 Dave Ansell, former Deputy and eventual Chief Building Official for Spotsylvania County, created a program called "Builders Roundtable". This program was created to give local home builders and construction contractors a unique opportunity to sit down with Building department staff and discuss any code compliance issues or questions they might have. Spotsylvania County is surround by large and small jurisdictions with many of the same contractors that were looking for clarity on the interpretation of specific code requirements so we thought this would be a good way to here and address their concerns. The program was overwhelmingly well received by the building community. We hold it at our office on the first Tuesday of the even months. Participants are encouraged to show up around 11:30 with their lunch and sit and chat with other attendees. The program officially starts at 12 with at least the Chief and Deputy Building Officials in attendance. We also use this as an opportunity to clarify concerns or new requirements for other departments within the Community Development Group like Planning, Zoning, etc.

This program has been successful for 16 years and I felt it could be shared with other localities as a way to bridge the gap between compliance staff and contractors to help foster a positive working relationship within their own communities.

Thank you for your time and consideration.

Chuck Stiles, CBO, PMO  
Director of Code Compliance  
Desk 540-507-7230  
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## Spotsylvania County Building Safety Department's

# Building Safety Roundtable

The Building Safety Roundtable is an informal gathering of contractor and builders to discuss building code issues and related topics. The program is designed for residential builders, contractors, and design professionals; but is open to all.

The bi-monthly roundtable meets the first Tuesday of the even numbered months in the Community Development main conference room of the Building Safety Department, 9019 Old Battlefield Blvd, 1st floor.

Doors open at 11:30 for brown bag lunch, (You eat what you bring) and informal discussions with builders and building department staff. Program starts at noon, followed by Q&A and ends promptly at 1pm.

### MEETING DATES FOR 2025

February 4

April 1

June 3

August 5

October 7

December 2

For more information contact Conrad Stout, Deputy Building Official at 540-507-7435 or e-mail [cstout@spotsylvania.va.us](mailto:cstout@spotsylvania.va.us)

\*The below statement was sent as an email and converted to PDF for submission purposes\*

Mr. Stiles,

I wanted to reach out to express the appreciation we at Atlantic Builders have for you and Spotsylvania county's willingness to maintain an open dialogue and collaboration with the building community through the bi-monthly roundtable meetings. We currently build homes in nearly a dozen counties throughout the state and this format is unique to Spotsylvania. It is my belief that the relationships that are strengthened through this program allow each other the opportunity to better understand the challenges that we all encounter and help us reach our common goal. That common goal being, building beautiful safe homes and communities that we can all be proud of the part we played in them. As I'm sure you are aware, historically the relationship between code compliance departments and builders can be somewhat adversarial at times. Spotsylvania's proactive approach to keeping the lines of communication open through programs like this certainly help to mitigate that potential tension. Please know that we recognize the commitment this entails and just how much we appreciate it.

Sincerely,

Chris Reynolds

V.P. Construction

Atlantic Builders 540-386-0796

\*The below statement was sent as an email and converted to PDF for submission purposes\*

Good evening/Good Morning, Chuck, Conrad, and John:

I am writing to thank you and the Spotsylvania County Building Department team for hosting the bi-monthly Building Safety Round Table meetings. I have been the Permit Coordinator / Admin manager for Ironwood Homes for the past five years and I have only been attending these meetings for almost a year. However, I wish I started attending these meetings sooner because I have found these meetings to be incredibly valuable to my career in the building community. Although my role is not that of a project manager, the information shared at these round tables has significantly improved my understanding of the connections between permitting processes and the actual construction aspects of building.

I have also appreciated the opportunity to connect with the actual person behind the emails and also with other builders in the community to learn from their experiences. I sincerely hope these meetings will continue, as they provide a real benefit to the local community of builders. So once again, thank you!

Sincerely,

Micah Signor

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**Micah Signor**  
*Administration Manager*  
**Ironwood Homes**

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