

PERMIT APPLICATION

NO PERMITS CAN BE ISSUED IF TAXES ARE PAST DUE

ADDRESS CITY STATE ZIP

LAST NAME FIRST NAME MIDDLE NAME

MAILING ADDRESS

CHECK IF ADDRESS FOR SITE IS SAME AS MAILING ADDRESS

SITE ADDRESS

ADDRESS CITY STATE ZIP

DIRECTIONS TO SITE

IF KNOWN TAX MAP NUMBER DISTRICT

IF YOU ARE GOING TO ESTABLISH A NEW RESIDENCE OR CHANGE THE SIZE OF YOUR PRESENT HOME.

- HAVE YOU OBTAINED A ZONING PERMIT? EVERYONE WHO IS BUILDING A STRUCTURE OR CHANGING THE SIZE OF A STRUCTURE MUST FIRST OBTAIN A ZONING PERMIT IF NOT PLEASE CHECK THE APPROPRIATE BOX BELOW.
- DO YOU HAVE A SEPTIC PERMIT ? IF NOT YOU NEED TO GO TO THE HEALTH DEPARTMENT AND GET A PERMIT BEFORE A BUILDING PERMIT CAN BE ISSUED. IF YOU CAN CONNECT TO A PUBLIC SEWER SYSTEM YOU NEED TO CONTACT THE PSA.
- HAVE YOU BEEN TO THE SCOTT COUNTY SOIL AND WATER CONSERVATION OFFICE TO OBTAIN A SOIL EROSION PERMIT
- IS YOUR CONTRACTOR A LICENSED CONTRACTOR IN THE STATE OF VIRGINIA? BY STATE LAW ANYONE DOING CONTRACTED WORK IN THE STATE OF VIRGINIA MUST BE LICENSED. IF YOU ARE BUILDING YOUR OWN HOME YOU DO NOT NEED A LICENSE.
- DO YOU HAVE AN ENTRANCE FROM THE STATE ROAD? IF YOU DO NOT ALREADY HAVE AN ENTRANCE YOU NEED TO CONTACT VDOT AND OBTAIN AN ENTRANCE PERMIT.

WHICH OF THE ACTIONS ARE YOU NEEDING A PERMIT FOR?

- OBTAIN A ZONING PERMIT
- BUILDING A NEW HOME
- ADDING TO MY HOME
- ADDING A GARAGE OR BUILDING
- INSTALLING A MODULAR HOME
- INSTALLING A DOUBLE WIDE MOBILE HOME
- INSTALLING A SINGLE WIDE MOBILE HOME
- ELECTRICAL PERMIT
- PLUMBING PERMIT
- MECHANICAL PERMIT
- TANK PERMIT -ABOVE OR UNDERGRD
- POOL PERMIT
- SIGN PERMIT
- COMMUNICATION TOWER
- DEMOLITION
- COMMERICAL BUILDING PERMIT

PLEASE SIGN BELOW UPON COMPLETING APPLICATION

I hereby certify that I have the authority to make the foregoing application, that the information given is correct, and that the construction will conform with the regulation found in the Building Code, Zoning Ordinance, and private building restrictions, if any, which may be imposed on the property by deed.

Signature of Owner or Authorized Agent _____

IF YOU ARE GOING TO DO THE WORK YOURSELF YOU MUST SIGN THE FOLLOWING ADDA DAVIT

I the undersigned affirm I am owner of a parcel of land identified as County Tax Map Parcel id no. _____
located at _____ and
Street Address of Existing Building located on Parcel (if any)

that I have applied for a Building or Electrical Permit from the SCOTT County Department of Building AND ZONING. I affirm that I am familiar with the provisions of Section 54.1-1111 of the 1950 Code of Virginia as set out below and that I am not subject to licensure as a contractor or subcontractor:

Sec. 54.1-1111. Prerequisites to obtaining building, etc., permit.

Any person applying to the building inspector or any other authority of a county, city, or town in this Commonwealth, charged with the duty of issuing building or other permits for the construction of any building, highway, sewer, or structure, or any removal, grading or improvement shall furnish prior to the issuance of the permit, either (i) satisfactory proof to such inspector or authority that he is duly licensed or certified under the terms of this chapter to carry out or superintend the same, or (ii) file a written statement, supported by an affidavit, that he is not subject to licensure or certification as a contractor or subcontractor pursuant to this chapter. The applicant shall also furnish satisfactory proof that the taxes or license fees required by any county, city, or town have been paid so as to be qualified to bid upon or contract for the work for which the permit has been applied.

It shall be unlawful for the building inspector or other authority to issue or allow the issuance of such permits unless the applicant has furnished his license or certificate number issued pursuant to this chapter or evidence of being exempt from the provisions of this chapter.

The building inspector, or other such authority, violating the terms of this section shall be guilty of a Class 3 misdemeanor.

I further understand that I may not undertake construction or renovation work requiring a Building or Electrical Permit on more than one (1) residential dwelling within a 24 month period without obtaining licensure as a contractor.

SIGNATURE OF AFFIANT: _____ DATE: _____
Owner Signature

ZONING PERMIT

WHAT ARE YOU BUILDING

WHAT IS THE SIZE OF THE STRUCTURE

IF YOU ARE BUILDING ANY STRUCTURE IN THE COUNTY EXCEPT FOR AGRICULTURE STRUCTURES YOU ARE REQUIRED TO OBTAIN A ZONING PERMIT.

THE COUNTY IS DIVIDED INTO DIFFERENT DISTRICTS. EACH DISTRICT HAS DIFFERENT PERMITTED USAGES AND USAGES WHICH REQUIRE A SPECIAL USE PERMIT. THE ZONING ORDINANCE IS ON LINE AT www.scottcountyva.com. THE DIFFERENT DISTRICTS ARE LISTED IN THE ORDINANCE WITH PERMITTED USAGES AND USAGES WHICH REQUIRE A SPECIAL USE PERMIT. WITHIN EACH DISTRICT THE SETBACKS ARE LISTED. THESE SETBACKS ARE DIFFERENT FOR EACH DISTRICT.

RESIDENTIAL BUILDING PERMIT

DO YOU HAVE A SET OF PLANS? WHAT IS THE SIZE IN SQ FT. HOW MANY STORIES

WHO IS YOUR CONTRACTOR

YOUR CONTRACTOR MUST BE LICENSED IN THE STATE OF VIRGINIA.

HOW MUCH ARE YOU GOING TO SPEND?

OF ROOMS NUMBER OF BEDROOMS

EXTERIOR FINISH INTERIOR FINISH,ex drywall WILL YOU HAVE A FIREPLACE

WILL YOU HAVE AN ATTACHED GARAGE? BASEMENT GARAGE DETACHED GARAGE

ROOF MATERIAL WILL YOU HAVE A CHIMNEY? WHAT IS GOING TO BE YOUR HEAT SOURCE?

WILL YOU HAVE A BASEMENT? WILL YOU FINISH THE BASEMENT? SOIL CONSERVATION NUMBER

YOU WILL ALSO NEED AN ELECTRICAL, PLUMBING AND MECHANICAL PERMIT.

THE CONTRACTOR MUST HAVE VIRGINIA STATE CONTACTORS LICENSE

COMMERICAL BUILDING PERMIT

HAVE THE PLANS BEEN REVIEW? WHAT TYPE OF BUILDING ARE YOU CONSTRUCTING

WHAT IS THE OCCUPANCY CLASSIFICATION CONSTRUCTION TYPE? TOTAL SQ FEET?

NUMBER STORIES IS IT SPRINKLED

WHO IS THE CONTRACTOR? WHAT CLASS LICENSE ?

CONTACT PERSON TELEPHONE # CELL #

SOIL CONSERVATION NUMBER

THE CONTRACTOR MUST HAVE VIRGINIA STATE CONTACTORS LICENSE

ELECTRICAL PERMIT

WHAT IS THE SERVICE FOR

WHAT ARE YOU DOING

WHO IS YOUR ELECTRICIAN? IF YOU ARE NOT DOING THE WORK YOURSELF, THE ELECTRICIAN MUST BE LICENSED BY THE STATE OF VIRGINIA.

WHAT IS THE AMPERAGE SINGLE OR THREE PHASE DOES IT REQUIRE REWIRING OF BUILDING

WHO IS YOUR POWER COMPANY HAVE YOU TALKED TO THEM

IF AEP WHAT IS THE WORK ORDER NUMBER WILL BE A 9 DIGIT NUMBER

FEES ARE BASED ON THE AMPERAGE. A NORMAL RESIDENTIAL SERVICE OF 200 AMP IS \$20.40.

THE CONTRACTOR MUST HAVE VIRGINIA STATE CONTACTORS LICENSE

PLUMBING PERMIT

WHAT FIXTURES ARE YOU GOING TO HAVE IN THE BUILDING AND HOW MANY OF EACH?

KITCHEN SINKS BATH TUBS WATER CLOSETS (COMMODOES) LAVATORY(S)(BATH SINKS) SHOWERS

WATER HEATERS WASHER MACHINE CONNECTION DISHWASHERS GARBAGE DISPOSALS

LAUNDRY SINKS FLOOR DRAINS URINALS WATER FOUNTAINS

WHO IS THE CONTRACTOR?

THE CONTRACTOR MUST HAVE VIRGINIA STATE CONTACTORS LICENSE

BUILDING PERMIT

WHAT ARE YOU BUILDING? DO YOU HAVE PLANS?

WHAT IS THE DIMENSIONS? HOW MUCH ARE PLANNING TO SPEND?

IF YOU ARE PLANNING TO HAVE ELECTRICITY IN THE BUILDING YOU WILL NEED TO OBTAIN A ELECTRICAL PERMIT.

WHAT IS THE EXTERIOR FINISH? WHAT IS THE INTERIOR FINISH?

WHO IS THE CONTRACTOR?

THE CONTRACTOR MUST HAVE VIRGINIA STATE CONTACTORS LICENSE

SINGLE WIDE MOBILE HOME PERMIT

YEAR MODEL LENGTH WIDTH NO BEDROOMS
APPROXIMATE COST

THE MOBILE HOME MUST BE INSULATED FOR ZONE 3.

MANUFACTURER
POWER COMPANY WORK ORDER #
WHO IS THE CERTIFIED MOBILE HOME INSTALLER
ADDRESS CITY/STATE/ZIP
PHONE NUMBER STATE LIC # EXP DATE
ELECTRICAL CONTRACTOR ADDRESS
CITY/STATE/ZIP STATE LIC # EXP DATE
PHONE NUMBER
HVAC CONTRACTOR ADDRESS
CITY/STATE/ZIP STATE LIC # EXP DATE
PHONE NUMBER

THE CONTRACTOR MUST HAVE VIRGINIA STATE CONTACTORS LICENSE

DOUBLE WIDE MANUFACTURED PERMIT

YEAR MODEL LENGTH WIDTH NO BEDROOMS

APPROXIMATE COST

MANUFACTURER

POWER COMPANY WORK ORDER #

WHO IS THE CERTIFIED MOBILE HOME INSTALLER

ADDRESS CITY/STATE/ZIP

PHONE NUMBER STATE LIC # EXP DATE

ELECTRICAL CONTRACTOR ADDRESS

CITY/STATE/ZIP STATE LIC # EXP DATE

PHONE NUMBER

HVAC CONTRACTOR ADDRESS

CITY/STATE/ZIP STATE LIC # EXP DATE

PHONE NUMBER

THE CONTRACTOR MUST HAVE VIRGINIA STATE CONTACTORS LICENSE

MECHANICAL PERMIT

WHAT ARE YOU INSTALLING

KW ELECTRICITY

NEW CONSTRUCTION

SIZE / TONS

BTU

COMMENTS

WHO IS THE CONTRACTOR?

THE CONTRACTOR MUST HAVE VIRGINIA STATE CONTACTORS LICENSE

MECHANICAL PERMITS ARE REQUIRED ON

HEAT PUMPS

GAS HEATERS

GENERATORS

GAS REFRIERATOR

GAS FURNACE

GAS WATER HEATERS

GAS STOVES

GAS LOGS

FUEL TANK

FUEL TYPE LOCATION

WHAT ARE YOU DOING? SIZE /GALLONS

COMMENTS

WHO IS THE CONTRACTOR?

THE CONTRACTOR MUST HAVE VIRGINIA STATE CONTACTORS LICENSE

POOL PERMIT

POOL TYPE SIZE -GALLONS DEPTH -DEEPEST

WHO IS THE CONTRACTOR?

THE CONTRACTOR MUST HAVE VIRGINIA STATE CONTACTORS LICENSE

SIGN PERMIT

VALUE LENGTH WIDTH

WILL IT BE LITE? IF YES YOU WILL HAVE TO OBTAIN AN ELECTRICAL PERMIT

LOCATION

HAVE YOU CONTACTED VDOT? WHO AT VDOT DID YOU CONTACT?

DESCRIPTION

WHO IS THE CONTRACTOR?

THE CONTRACTOR MUST HAVE VIRGINIA STATE CONTACTORS LICENSE

COMMUNICATION TOWER

ALL COMMUNICATION TOWERS MUST CONFORM TO THE ZONING ORDINANCE AND A ZONING SPECIAL USE PERMIT MUST BE OBTAINED.

NEW CONST ADDING/ALTERING BLDG SIZE A BLDG PERMIT MUST ALSO BE OBTAINED

VOLTAGE LOAD AN ELECTRICAL PERMIT MUST BE OBTAINED TOWER HEIGHT

COMPANIES CO LOCATING ON TOWER

PLANS

WHO IS THE CONTRACTOR?

THE CONTRACTOR MUST HAVE VIRGINIA STATE CONTACTORS LICENSE