City of Staunton, Virginia - 116 West Beverley Street, Staunton, VA 24401 - Building Services Division - (540) 332-3862

BUILDING PERMIT APPLICATION

Date: _____
Permit # _____

I am applying for this permit as: (Only check one)

( ) OWNER

Name_____
Mailing address _____
City/ZIP _____ Phone _____
Email _____

I_____
affirm that I am the owner of a certain tract or parcel located at

_____
And that I have applied for a building permit. I affirm that I am familiar with the prerequisites of section 54.1-1111 and 54.1-1101 of the Code of Virginia and I am not subject to licensure as a contractor or subcontractor and that I accept the responsibility for ensuring that all workmen hired in conjunction with this job are properly licensed, registered or certified with applicable local, State and Federal agencies.

I hereby submit this application for a Building Permit, and acknowledge that the plans, specifications, and other information attached hereto, together with the statements made hereon, are all a part of this application, and acknowledge that I have read these statements and agree, that when the permit herein applied for is issued, that the work will be done as stated or as shown on the attached plans and specifications as required by City Ordinances, and State and Federal Laws and Regulations. Failure to comply with any part or terms of this application shall be sufficient cause to revoke the permit so issued. Any change to the work as shown on the attached plans and specifications must be re-approved. I hereby authorize the building inspector or an authorized agent to enter upon my property during normal business hours to inspect the work authorized by this permit. **I understand this permit is not an approval for occupancy and that an occupancy permit must be obtained prior to occupancy for a change in use, a new occupancy, or for occupancy of a structure which has been vacant for six (6) months or more. (Permit void if construction not started within six (6) months of permit issuance.)**

Owner Signature: _____

( ) CONTRACTOR

Name _____
Mailing address _____
City/ZIP _____ Phone _____
License # _____
Expiration Date _____
Email: _____

Contractor Signature: _____

AGENT: I hereby certify that this proposed work will be done with the owner's consent and I acknowledge that I have read this application and the statements printed hereon and agree that the work will be done as stated and subject to the conditions stated herein.
Name _____
Address_____
_____
Phone _____
Email _____

Agent Signature: _____

MLA _____ Phone _____
Address _____
Email _____

Virginia Construction Code Year: _____

Attached Plans
Number and type of plans filed with this application:
_____
Plans prepared by: _____

Lot Description
House # _____ Street _____
Lot #_____
Number of buildings now on lot _____

Present Use (Dwelling, Apartment, Store, Factory, etc)
If multi-units specify number of units
_____

Description of Building
# of Stories _____ # of Rooms _____
# of Baths _____ # of Elevators _____
Building Area (square footage of work area)_____
(Must include living area, basement, garages, porches and decks)
Height at highest point at front of building line
_____

Heating / Air Conditioning
__ No Heat __ Boiler __ Gas Water Heater
__ Heat Pump __ Electric Baseboard __ Gas Clothes Dryer
__ Gas Furnace __ Air Conditioning__ Gas Fireplace/Logs

Porches: __ Enclosed __ Deck

Suppression System Type: _____
__ Partial__ Complete
Alarm System Type: _____
__ Automatic __ Manual
__ Connected to central site

Description of Proposed Work
Kind of work, materials, extent of work
_____
_____
_____

Estimated Total Value of Construction
Including value of materials and labor
$_____

Approval
Approved _____ Disapproved _____

By_____
Building Official

By:_____
Zoning Administrator

Date _____ Fee $_____

Remarks
_____
_____
_____
_____
_____
_____
_____