

COMMERCIAL PERMIT APPLICATION

Permit # _____

Washington County Building & Development Services

1 Government Center Place, Suite A
Abingdon, VA 24210Phone: 276-525-1340 Fax: 276-525-1309
www.washcova.com**TYPE OF WORK**

- New Construction Alteration/Remodel
 Addition Demolition Renewal

CATEGORY OF CONSTRUCTION

Building Primary Use: _____
Building Secondary Use: _____
Accessory Structure (describe): _____
Other (describe): _____

WORK DESCRIPTION

JOB SITE INFORMATION

Job Address: _____
City/State/Zip: _____, _____, _____
Development Name: _____ Type: _____
Job Site Phone #: (____) _____
Tax Map/Parcel # _____

PROPERTY OWNER

Name: _____
Mailing Address: _____
City/State/Zip: _____, _____, _____
Phone #: (____) _____

APPLICANT (Check if) Owner Contractor Agent

Applicant Name: _____
Phone: _____ Cell: _____
Email: _____

MECHANICS LEIN AGENT

Name: _____
Address: _____
City/State/Zip: _____, _____, _____
Phone: (____) _____

I hereby certify that I am the owner of the record herein described property, or that the proposed work has been authorized by the owner of record and that I have been authorized to make this application as a designated agent. I agree to conform to all applicable state and local regulations, rules, and policies and such shall be deemed a condition entering into the exercise of the permit. In addition, if a permit is issued, I certify that the code official or his authorized representative shall have the authority to enter the area(s) described herein at any reasonable hour for the purpose of enforcing the provisions of the applicable code(s).

Applicant: _____
Signature

Date: _____

NEW CONSTRUCTION/ADDITIONS

New Building Area: _____ sq. ft.
Stories: _____
Units: _____
Water Source: Public Well Spring
Sewage.....: Public Septic

ALTERATIONS/DEMOLITIONS

Year Built: _____
Area of Alteration/Remodel: _____ sq. ft.
Area of Demolition: _____ sq. ft.
Asbestos Survey Provided: Yes No

Land Disturbance (grading) over 10,000 sq. ft Yes No **TRADE PERMITS INVOLVED**

Electrical Plumbing
Mechanical Elevator
Sign
Fire Safety: Sprinkler
Alarm
Hood

(Each trade will require individual permits)**Items required prior to Issuance of Permit:**

- Construction Plans & Site Plan
VDOT Highway Entrance Permit
Health Dept. Permit Documents
Erosion & Sediment Control Plan
Certified Responsible Land Disturber (RLD)
Proof of Ownership (Tax Ticket or Recorded Deed)
Proof of Water Connection

CONTRACTOR INFORMATION

Business Name: _____
Address: _____
City/State/Zip: _____, _____, _____
Phone #: (____) _____
State License #: _____ Exp. Date: _____
Estimated Cost of Construction \$ _____

FOR COUNTY USE ONLY

DATE APPLICATION RECEIVED: _____ RECEIVED BY: _____
BUILDING PERMIT FEE \$ _____ ZONING COMPLIANCE FEE \$ _____ TOTAL FEE AMOUNT \$ _____
PARCEL ZONING: _____ FH DISTRICT: YES NO AIR SAFETY DISTRICT: YES NO MAG. DISTRICT: _____

THE FOLLOWING MUST BE SUBMITTED WITH THE APPLICATION

- (1) Most recent Washington County Tax Ticket for parcel on which building/structure is to be built. Required for new construction only—not required for renovations or additions.
- (2) Virginia Department of Health Septic System Approval where no public sanitary sewer service is available or receipt for payment of Public Sanitary Sewer Connection Fee where public sanitary sewer is available. Required for new construction and additions only.
- (3) Virginia Department of Transportation Entrance Permit for new building/structure to be served by access drive connection to a Virginia secondary highway. Required for new construction only—not required for renovations or additions.
- (4) Construction Plans and Site Plan drawing. Required for new construction, additions, and major renovations.
- (5) County Application for Land-Disturbing Permit form and Soil Erosion & Sediment Control Plan where more than 10,000 sq. ft. of ground will be disturbed (graded) during construction. Required for new construction and additions. Agreement in Lieu of plan is acceptable for Residential only.
- (6) Virginia Contractor's License Card or sign County Section 54.1-1111 Affidavit form at time Permit is obtained.
- (7) Virginia Department of Health Well System Approval Permit number where no public water service is available or receipt for Payment of Public Water Connection Fee where public water is available. Required for new construction and additions only.

WHERE CAN I GET A COPY OF MY MOST RECENT WASHINGTON COUNTY TAX TICKET?

Tax Tickets may be obtained from the Washington County Treasurer's Office, 1 Government Center Place, Abingdon, Virginia.

WHERE DO I GO TO OBTAIN A VIRGINIA DEPARTMENT OF HEALTH WATER OR SEPTIC SYSTEM APPROVAL (FOR BUILDINGS/STRUCTURES WHERE NO PUBLIC WATER OR SANITARY SEWER SERVICE IS AVAILABLE) OR RECEIPT FOR PAYMENT OF PUBLIC WATER OR SANITARY SEWER CONNECTION FEE (FOR BUILDINGS/STRUCTURES TO BE SERVED BY PUBLIC UTILITIES)?

Please contact the Environmental Services Division of the Virginia Department of Health, Washington County Community Services Building, 15068 Lee Highway, Bristol, Virginia, (276) 676-5474 for information concerning Virginia Department of Health Water and/or Septic System Approval.

Connection Fees to public services available in Washington County may be paid at the following location, depending on the public service provider:

- Town of Abingdon, Virginia—Municipal Building, 133 West Main Street, Abingdon, Virginia (276)628-3167
- Town of Damascus, Virginia—Town Hall, 208 West Laurel Avenue, Damascus, Virginia (276) 475-3831
- Washington County Service Authority—21522 Regal Drive, Abingdon, Virginia (276) 628-7151
- Bristol Virginia Utilities Board—15022 Lee Highway, Bristol, Virginia (276) 821-6100

WHERE MAY I OBTAIN A VIRGINIA DEPARTMENT OF TRANSPORTATION DRIVEWAY OR COMMERCIAL ENTRANCE PERMIT?

Driveway or Commercial Entrance Permits may be applied for and obtained through the Area Residency offices of the Virginia Department of Transportation:

- Lebanon Area Residency—Building 938, North Highway 71, Lebanon, Virginia (276) 889-7600
- Bristol Area Residency—870 Bonham Road, Bristol, Virginia (276) 669-6151

WHERE DO I OBTAIN AN APPLICATION FOR LAND DISTURBING PERMIT FORM?

A County Application for Land-Disturbing Permit form may be obtained through the Washington County Department of Building & Development Services, 1 Government Center Place, Suite A, Abingdon, Virginia, or online at www.washcova.com (Department of Building & Development Services webpage). An Erosion and Sediment Control Plan must be submitted along with application in order to obtain a Land-Disturbing Permit. Licensed professional civil engineers or land surveyors prepare Erosion and Sediment Control Plan documents (at Applicant's expense).