

COMMERCIAL PERMIT APPLICATION

Permit # _____

Washington County Building & Development Services



1 Government Center Place, Suite A
Abingdon, VA 24210

Phone: 276-525-1340 Fax: 276-525-1309

www.washcova.com

TYPE OF WORK

- New Construction Alteration/Remodel
 Addition Demolition

CATEGORY OF CONSTRUCTION

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

WORK DESCRIPTION

JOB SITE INFORMATION

Tax map/parcel #: _____
Job Address: _____
City/State/Zip: _____
Development Name: _____ Type: _____
Job Site Phone #: (____) _____

PROPERTY OWNER

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

APPLICANT (Check if) Owner Contractor

Applicant name: _____
Phone #: (____) _____ Cell #: (____) _____

MECHANICS LEIN AGENT

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

NEW CONSTRUCTION/ADDITIONS

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

ALTERATIONS/DEMOLITIONS

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

TRADE PERMITS INVOLVED

Electrical... : Plumbing ... :
Mechanical : Elevator... :
Sign :
Fire Safety: Sprinkler:
Alarm... :
Hood ... :
(Each trade will need 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):

CONTRACTOR INFORMATION

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

I hereby certify that I am the owner of the record of the 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: _____ **Date:** _____
signature

FOR COUNTY USE ONLY

DATE APPLICATION RECEIVED: _____ RECEIVED BY: _____
BUILDING PERMIT FEE: \$ _____ ZONING COMPLIANCE PERMIT 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 sqft 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 locations, 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 - Bldg 938 Rt 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 Inspection, 205 Academy Drive, Abingdon, Virginia, or on-line at www.washcovva.com (County Department of Building Inspection 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).