

# TOWN OF CHINCOTEAGUE BUILDING PERMIT APPLICATION

PERMIT # \_\_\_\_\_

PERMIT FEE \$ \_\_\_\_\_

OWNER/TENANT : \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_

CONTRACTOR : \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TOWN BUSINESS LICENSE # \_\_\_\_\_ STATE CONTRACTOR LICENSE # \_\_\_\_\_

IS THERE A LICENSED "CLASS A" BUILDING CONTRACTOR IN CHARGE WITH OVERALL  
SUPERVISION OF THIS PROJECT? \_\_\_ YES \_\_\_ NO

VIRGINIA LICENSED ENGINEER FOR PROJECT: \_\_\_\_\_

PROPERTY LOCATION:  
\_\_\_\_\_

- 1.ALLOW A MINIMUM OF 5 WORKING DAYS FOR APPLICATION TO BE PROCESSED, 30 DAYS IF HEALTH DEPARTMENT APPROVAL IS NECESSARY.
- 2.NO WORK SHALL BE STARTED UNTIL THE PERMIT APPLICATION HAS BEEN PROCESSED, APPROVED AND ALL FEES PAID.
- 3.I/WE ACKNOWLEDGE THAT IT IS MY/OUR RESPONSIBILITY TO NOTIFY THE BUILDING DEPARTMENT WITHIN 24 HOURS OF A REQUIRED INSPECTION AS NOTED BY THE VUSBC. (see reverse side).
- 4.I/WE AGREE TO COMPLY WITH ALL APPLICABLE TOWN ZONING ORDINANCES OF THE TOWN OF CHINCOTEAGUE.
- 5.I HEREBY ACKNOWLEDGE THAT I HAVE READ THIS APPLICATION & SUPPORTING DOCUMENTS & THEY ARE COMPLETE AND CORRECT TO MY KNOWLEDGE.
- 6.I AGREE TO RESTORE ANY AND ALL DAMAGE TO SIDEWALKS, STREETS, SEWER, GAS, WATER MAINS AND ALL UTILITY FACILITIES WHICH MAY RESULT FROM THE ABOVE CONSTRUCTION.
- 7.THE BUILDING OFFICIAL MAY REVOKE THIS PERMIT IN CASES OF ANY FALSE STATEMENT OR MISREPRESENTATION OF FACT IN THE APPLICATION OR ON THE PLANS WHICH THE PERMIT APPROVAL WAS BASED.

APPLICANT (PRINT): \_\_\_\_\_ DATE: \_\_\_\_\_

APPLICANT (SIGNATURE): \_\_\_\_\_

BUILD./ZONING: APPROVED/DENIED \_\_\_\_\_ DATE: \_\_\_\_\_  
WATER/ROADS: APPROVED/DENIED \_\_\_\_\_ DATE: \_\_\_\_\_  
HEALTH DEPT: APPROVED/DENIED \_\_\_\_\_ DATE: \_\_\_\_\_  
(5/1/08 revised)

# NOTICE

## REQUIRED DOCUMENTS THAT MUST ACCOMPANY APPLICATION:

(1). HEALTH DEPARTMENT APPROVAL, COPY OF HEALTH DEPARTMENT CERTIFICATE WITH SITE PLAN WHEN EVER APPLICATION IS MADE FOR A NEW COMMERCIAL BUILDING AND RESIDENTIAL STRUCTURE. ALSO REQUIRED FOR ALL ADDITIONS TO RESIDENTIAL & COMMERCIAL BUILDINGS.

(2). FLOOD ELEVATION CERTIFICATE REQUIRED FOR THE BUILDING SITE FOR ALL NEW RESIDENTIAL & COMMERCIAL STRUCTURES. EXISTING STRUCTURES, WHERE THE CONSTRUCTION IS VALUED MORE THAN 50% OF THE ACCESSED VALUE OF THE STRUCTURE, SHALL BE ELEVATED TO THE BASE FLOOD ELEVATION AND A FINAL FLOOD ELEVATION CERTIFICATE REQUIRED UPON COMPLETION OF THE PROJECT.

(3). WHERE THE NEW CONSTRUCTION WILL EFFECT WETLANDS, ALL NECESSARY PERMITS FROM THE CORPS OF ENGINEERS, ACCOMACK WETLANDS BOARD AND THE VIRGINIA MARINE RESOURCES COMMISSION MUST BE FURNISHED.

## COMMERCIAL ENTRANCES:

WHERE AN APPLICANT WISHES TO ALTER, MODIFY, CONSTRUCT OR CHANGE THE USE OF A COMMERCIAL BUILDING AND/OR PROPERTY, A COMMERCIAL ENTRANCE SHALL BE REQUIRED. YOU MUST CONTACT THE ROADS ENGINEER AT 757-336-3366 PRIOR TO THE ISSUANCE OF YOUR BUILDING PERMIT APPLICATION.

## PLANS REQUIRED:

A SET OF SEALED PLANS BY A VIRGINIA LICENSED STRUCTURAL ENGINEER MUST BE SUBMITTED FOR ALL NEW SINGLE FAMILY, MULTIPLE FAMILY DWELLINGS, COMMERCIAL BUILDINGS AND OTHER STRUCTURES AS REQUIRED BY THE BUILDING OFFICIAL. SUCH PLANS MUST BE OF SUFFICIENT DETAIL TO ENSURE THE REQUIREMENTS FOR THE 110 WIND ZONE. NO PLANS ARE REQUIRED WHERE THE NATURE OF THE WORK IS MINOR. NO PLANS ARE REQUIRED FOR REPLACEMENT EQUIPMENT, REROOFS, SIDING OR AS IDENTIFIED BY THE CODE OFFICIAL.

## REQUIRED INSPECTIONS:

THE TOWN'S BUILDING DEPARTMENT CONDUCTS INSPECTIONS BETWEEN THE HOURS OF 8:00 A.M. AND 12:00 P.M. DAILY. ALL REQUEST FOR INSPECTIONS MUST BE MADE 24 HOURS PRIOR TO THE REQUESTED INSPECTION. PLEASE NOTIFY THE BUILDING INSPECTOR'S OFFICE AT 757-336-6519.

THE PERMIT HOLDER SHALL ASSURE THAT THE FOLLOWING INSPECTIONS HAVE BEEN CONDUCTED AND APPROVED BY THE CODE OFFICIAL:

- (1). INSPECTION OF FOOTING EXCAVATIONS & REINFORCEMENT MATERIAL FOR CONCRETE FOOTINGS PRIOR TO THE PLACEMENT OF CONCRETE.
- (2). INSPECTION OF FOUNDATION SYSTEMS DURING PHASES OF CONSTRUCTION NECESSARY TO ASSURE COMPLIANCE WITH THE USBC.
- (3). INSPECTION OF PREPARATORY WORK PRIOR TO THE PLACEMENT OF CONCRETE.
- (4). INSPECTION OF PILES DURING DRIVING OPERATIONS, IF PILES ARE TO BE INSTALLED FOR A COMMERCIAL BUSINESS, A VA LICENSED ENGINEER OR ARCHITECT SHALL BE PRESENT DURING DRIVING OF PILES AND A REPORT SHALL BE SUBMITTED TO THE CODE OFFICIAL.
- (5) SHEATHING INSPECTION PRIOR TO CONCEALMENT (WALLS AND ROOF)
- (6). INSPECTION OF STRUCTURAL MEMBERS AND FASTENERS PRIOR TO CONCEALMENT.
- (7) FLASHING AROUND WINDOWS AND DOORS, FLASHING ON WALLS THAT ADJOIN STRUCTURES AND VALLEYS
- (7). INSPECTION OF ELECTRICAL, MECHANICAL, GAS AND PLUMBING MATERIALS AND SYSTEMS PRIOR TO CONCEALMENT. PRESSURE TEST IS REQUIRED FOR THE PLUMBING SYSTEMS AND GAS SYSTEMS DURING THIS INSPECTION. ALL WATER LINES FROM THE WATER METER, GAS LINES FROM THE PROPANE TANK, AND/OR FUEL TANKS TO THE STRUCTURE SHALL NOT BE COVERED UNDER GROUND PRIOR TO INSPECTION.
- (8). INSPECTION OF ENERGY CONSERVATION MATERIALS PRIOR TO CONCEALMENT.
- (9.) ADDITIONAL INSPECTIONS AS IDENTIFIED BY THE CODE OFFICIAL WHEN NECESSARY.
- (10). FINAL INSPECTION PRIOR TO OCCUPANCY OF ANY STRUCTURE, ANY OCCUPANCY OF THE STRUCTURE WITHOUT WRITTEN CONSENT BY THE CODE OFFICIAL MAY RESULT LEGAL ACTION AND A FINE NOT TO EXCEED \$2,500.00

THE PERSON REQUESTING THE INSPECTIONS SHALL PROVIDE THE CODE OFFICIAL WITH ANY LADDER, SCAFFOLDING OR TEST EQUIPMENT NECESSARY TO CONDUCT THE REQUESTED INSPECTION.

FAILURE TO NOTIFY THE CODE OFFICIAL FOR A REQUIRED INSPECTION SHALL RESULT IN A STOP WORK BEING ISSUED UNTIL THE REMOVAL OF SUCH CONCEALING MATERIALS SO TO ALLOW FOR THE REQUIRED INSPECTION.

**MECHANIC'S LIEN:****LIEN**

HOLDER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ PHONE # \_\_\_\_\_

**CODE BEING USED:**

Must choose Int. code for non structural Elements:

2003 Int. RESIDENTIAL CODE (RESIDENTIAL USES ONLY) \_\_\_\_\_ 2003 Int. BUILDING CODE (COMMERCIAL USE ONLY) \_\_\_\_\_  
 2006 Int. RESIDENTIAL CODE (RESIDENTIAL USES ONLY) \_\_\_\_\_ 2006 Int. BUILDING CODE (COMMERCIAL USE ONLY) \_\_\_\_\_

Must choose Code for structural design for 110 Wind Zone:

2001 WOOD FRAME CONSTRUCTION MANUAL \_\_\_\_\_  
 1999 STANDARD FOR HURRICANE RESISTANT RESIDENTIAL CONSTRUCTION \_\_\_\_\_  
 7-05 MINIMUM DESIGN LOADS FOR BUILDINGS AND OTHER STRUCTURES \_\_\_\_\_

**GROUP:**

RESIDENTIAL; MOTEL, HOTEL, APARTMENT, ASSISTED LIVING FACILITIES \_\_\_\_

ASSEMBLY \_\_\_\_ COMMERCIAL STORAGE \_\_\_\_

BUSINESS \_\_\_\_ COMMERCIAL UTILITY \_\_\_\_

MERCANTILE \_\_\_\_ HIGH HAZARD \_\_\_\_

EDUCATIONAL \_\_\_\_ FACTORY \_\_\_\_ COMMERCIAL POOL \_\_\_\_

RESIDENTIAL \_\_\_\_ RESIDENTIAL USES OTHER THAN LIVING SPACES \_\_\_\_ RESIDENTIAL POOL \_\_\_\_

**TYPE OF CONSTRUCTION:**
 IA  IB  IIA  IIB  IIC  IIIA  IIIB  IV  VA  VB (WOOD FRAME CONSTRUCTION)
**SCOPE OF WORK:**

NEW \_\_\_\_ ADDITION \_\_\_\_ ALTERATION \_\_\_\_ REPAIR \_\_\_\_ MOVING \_\_\_\_ ELEVATION \_\_\_\_ FOUNDATION \_\_\_\_ OTHER \_\_\_\_

EXPLAIN SCOPE OF WORK: \_\_\_\_\_

ESTIMATED COST OF CONSTRUCTION: \$ \_\_\_\_\_

**GENERAL:**

\_\_\_\_\_ ' BUILDING HEIGHT (FROM BASE FLOOD ELEVATION TO TOP OF RIDGE BOARD)

\_\_\_\_\_ NUMBER OF STORIES

\_\_\_\_\_ X \_\_\_\_\_ SIZE OF PROPOSED NEW BUILDING

\_\_\_\_\_ X \_\_\_\_\_ SIZE OF PROPOSED ADDITION (DECKS, PORCHES, STOOPS ETC.)

\_\_\_\_\_ TOTAL SQUARE FOOTAGE OF PROJECT

\_\_\_\_\_ # OF BATHROOMS \_\_\_\_\_ # OF BEDROOMS \_\_\_\_\_ NUMBER OF DWELLING UNITS

\_\_\_\_\_ 20 \_\_\_\_\_ ROOF LIVE LOAD (LBS.) \_\_\_\_\_ FLOOR LOAD (LBS.) \_\_\_\_\_ 110 \_\_\_\_\_ WIND LOAD (LBS.)

ENERGY CODE INFORMATION: (APPLIES TO STRUCTURES THAT WILL BE HEATED OR AIR CONDITIONED)

**THIS SECTION FOR RESIDENTIAL USE ONLY:** COMMERCIAL ENERGY CODE INFORMATION MUST BE SUBMITTED BY A LICENSED ENGINEER OR ARCHITECT )

TOTAL CEILING AREA:	_____ SQ. FEET.	MINIMUM R-VALUE	<u>R30</u>
TOTAL FLOOR OVER OUTSIDE AIR (PILES OR PIERS AREA):	_____ SQ. FEET.	MINIMUM R-VALUE	<u>R19</u>
TOTAL FLOOR CONDITIONED SPACE (CRAWL SPACE AREA):	_____ SQ. FEET.	MINIMUM R-VALUE	<u>R19</u>
TOTAL SKYLIGHTS:	_____ SQ. FEET.	PROPOSED U-VALUE	_____
TOTAL WALL AREA:	_____ SQ. FEET.	MINIMUM R-VALUE	<u>R13</u>
TOTAL WINDOW AREA:	_____ SQ. FEET.	PROPOSED U-VALUE	_____
TOTAL WINDOW AREA:	_____ SQ. FEET.	PROPOSED U-VALUE	_____
TOTAL DOOR AREA:	_____ SQ. FEET.	PROPOSED U-VALUE	_____
SLIDING GLASS DOOR AREA:	_____ SQ. FEET.	PROPOSED U-VALUE	_____
HEATED/UNHEATED SLAB AREA: DEPTH INSULATION _____"	_____ SQ. FEET.	PROPOSED R-VALUE	_____
EQUIPMENT EFFICIENCY: (HEATING _____ AFUE/HSPF _____ ) (COOLING _____ SEER _____ )			

**FOUNDATION SYSTEMS:**

**CONTINUOUS FOUNDATION WALLS & SLAB PERIMETER:**

FOOTING DEPTH (FROM EXISTING GRADE TO BOTTOM OF FOOTING TRENCH) \_\_\_\_\_" (MINIMUM 12")

WIDTH OF FOOTING \_\_\_\_\_" NUMBER & AMOUNT OF HORIZONTAL REBAR \_\_\_\_\_

FOUNDATION WALL HEIGHT FROM EXISTING GRADE \_\_\_\_\_" FOUNDATION WALL SIZE \_\_\_\_\_" X \_\_\_\_\_"

SPACING OF VERTICAL REBAR FOR MASONRY WALLS GREATER THAN 4' IN HEIGHT AND LESS THAN 8' IN HEIGHT \_\_\_\_\_'

ENGINEER PLANS FOR FOUNDATION MASONRY WALLS GREATER THAN 8' IN HEIGHT SUBMITTED \_\_\_\_\_ YES/NO

TYPE OF MATERIAL USED FOR FOUNDATION SYSTEM \_\_\_\_\_

**SLABS:**

SIZE OF SLAB \_\_\_\_\_FT. X \_\_\_\_\_FT. SLAB THICKNESS \_\_\_\_\_" SLAB REINFORCEMENT \_\_\_\_\_

**PIERS:**

FOOTING DEPTH (FROM EXISTING GRADE TO BOTTOM OF PIER FOOTING \_\_\_\_\_" (MINIMUM 12")

SIZE OF PIER FOOTING \_\_\_\_\_" X \_\_\_\_\_" PIER HEIGHT FROM EXISTING GRADE \_\_\_\_\_"

PIER FOUNDATION SIZE \_\_\_\_\_" X \_\_\_\_\_"

VERTICAL REBAR SIZE FOR MASONRY PIERS GREATER THAN 4' IN HEIGHT AND LESS THAN 8' IN HEIGHT \_\_\_\_\_"

ENGINEER PLANS FOR FOUNDATION MASONRY PIERS GREATER THAN 8' IN HEIGHT SUBMITTED \_\_\_\_\_ YES/NO

TYPE OF MATERIAL USED FOR PIER FOUNDATION SYSTEM \_\_\_\_\_

**CLASS B PILES:**

PILE BUTT SIZE (TOP) \_\_\_\_\_" PLIE BUTT SIZE (BOTTOM) \_\_\_\_\_" PILE LENGTH \_\_\_\_\_' # OF PILES TO BE INSTALLED \_\_\_\_\_

**FLOOD VENTS:**

# OF FLOOD VENTS TO BE INSTALLED \_\_\_\_\_ SIZE OF FLOOD VENTS \_\_\_\_\_" X \_\_\_\_\_" SQ. FT. OF ENCLOSED SPACE \_\_\_\_\_

**VENTILATION VENTS:**

# OF FOUNDATION VENTS \_\_\_\_\_ SIZE OF FOUNDATION VENTS \_\_\_\_\_" X \_\_\_\_\_"

**CRAWL SPACE OPENINGS:**

# OF OPENINGS \_\_\_\_\_ SIZE OF OPENINGS \_\_\_\_\_" X \_\_\_\_\_" WILL CRAWL SPACE OPENING BE USED AS FLOOD VENT \_\_\_\_\_

## FLOOR SYSTEMS:

1 ST FLOOR : MATERIAL \_\_\_\_\_ SIZE \_\_\_\_\_" X \_\_\_\_\_" OC SPACING \_\_\_\_\_" SPAN \_\_\_\_\_' \_\_\_\_\_"

2 ND FLOOR : MATERIAL \_\_\_\_\_ SIZE \_\_\_\_\_" X \_\_\_\_\_" OC SPACING \_\_\_\_\_" SPAN \_\_\_\_\_' \_\_\_\_\_"

3 RD FLOOR : MATERIAL \_\_\_\_\_ SIZE \_\_\_\_\_" X \_\_\_\_\_" OC SPACING \_\_\_\_\_" SPAN \_\_\_\_\_' \_\_\_\_\_"

CEILING JOIST: MATERIAL \_\_\_\_\_ SIZE \_\_\_\_\_" X \_\_\_\_\_" OC SPACING \_\_\_\_\_" SPAN \_\_\_\_\_' \_\_\_\_\_"

SUBFLOOR: MATERIAL \_\_\_\_\_ THICKNESS \_\_\_\_\_"

STRUCTURAL FLOOR GIRDERS: TYPE OF MATERIAL \_\_\_\_\_ SIZE OF GIRDER \_\_\_\_- \_\_\_\_" X \_\_\_\_" SPAN \_\_\_\_\_' \_\_\_\_\_"

LOCATION OF FLOOR GIRDERS: \_\_\_\_\_

## WALL SYSTEMS:

1 ST FLOOR : MATERIAL \_\_\_\_\_ SIZE \_\_\_\_\_" X \_\_\_\_\_" OC SPACING \_\_\_\_\_" HEIGHT \_\_\_\_\_' \_\_\_\_\_"

2 ND FLOOR : MATERIAL \_\_\_\_\_ SIZE \_\_\_\_\_" X \_\_\_\_\_" OC SPACING \_\_\_\_\_" HEIGHT \_\_\_\_\_' \_\_\_\_\_"

3 RD FLOOR : MATERIAL \_\_\_\_\_ SIZE \_\_\_\_\_" X \_\_\_\_\_" OC SPACING \_\_\_\_\_" HEIGHT \_\_\_\_\_' \_\_\_\_\_"

SCREEN PORCH POST: MATERIAL \_\_\_\_\_ SIZE \_\_\_\_\_" X \_\_\_\_\_" OC SPACING \_\_\_\_\_" HEIGHT \_\_\_\_\_' \_\_\_\_\_"

SHEATHING: MATERIAL \_\_\_\_\_ THICKNESS \_\_\_\_\_" FLASHING MATERIAL \_\_\_\_\_

INTERIOR WALL FINISH: \_\_\_\_\_ EXTERIOR WALL FINISH \_\_\_\_\_

## WALL BRACING:

TYPE OF MATERIAL FOR WALL BRACING \_\_\_\_\_ CORNER PANELS \_\_\_\_48" \_\_\_\_32" % OF BRACED WALL \_\_\_\_\_

IF 32" PANELS ARE APPLIED, TYPE OF ANCHORAGE SYSTEM \_\_\_\_\_

BRACED WALL PANELS SHALL NOT BE MORE THAN 12' FROM THE CORNERS. IF WALL BRACING BEGINS MORE THAN 12' FROM THE CORNER THEN DESIGNED COLLECTOR SYSTEM MUST BE SUBMITTED.

ENGINEER SUBMITTED DOCUMENT \_\_\_\_YES \_\_\_\_NO

TYPE OF HURRICANE STRAP TO BE APPLIED TO WALL FRAMING \_\_\_\_\_

## SAFETY GLAZING:

IDENTIFY LOCATION OF REQUIRED SAFETY GLAZING:

\_\_\_\_ WITHIN 2' OF A DOOR \_\_\_\_ GLASS WITHIN 5' OF TUB, HOT TUB OR SHOWER WHEN LESS THAN 60" ABOVE FLOOR ON UNIT

\_\_\_\_ GLASS AT TOP/BOTTOM OF STAIRWAYS \_\_\_\_ GLASS WITHIN 5' OF A LANDING \_\_\_\_ GLASS PANEL >9 SQ. FT.(SEE BUILDING OFFICE)

## ROOF SYSTEMS:

RAFTER MATERIAL \_\_\_\_\_ SIZE \_\_\_\_\_X\_\_\_\_\_ OC SPACING \_\_\_\_\_" SPAN \_\_\_\_\_'

SHEATHING MATERIAL/SIZE \_\_\_\_\_ ROOF COVERING MATERIAL \_\_\_\_\_ YR. \_\_\_\_\_

KNEE WALLS: MATERIAL \_\_\_\_\_ LOCATION FROM RIDGE

BOARD \_\_\_\_\_

HURRICANE STRAP MANUFACTURE \_\_\_\_\_ PRODUCT NUMBER \_\_\_\_\_

## TRUSS SYSTEMS:

TRUSS SPECIFICATIONS SUBMITTED \_\_\_\_\_ YES/NO

TRUSS MATERIAL \_\_\_\_\_ RAFTER SIZE \_\_\_\_\_ CORD SIZE \_\_\_\_\_ OC SPACING \_\_\_\_\_" SPAN \_\_\_\_\_'

## ATTIC ACCESS:

SIZE OF OPENING FOR ATTIC ACCESS: \_\_\_\_\_X\_\_\_\_\_ LOCATION OF ATTIC ACCESS: \_\_\_\_\_

## FIRE SEPARATION SYSTEMS:

FIRE RESISTANCE DESIGN NUMBER \_\_\_\_\_ RATINGS IN HOURS \_\_\_\_\_ TYPE OF MATERIAL \_\_\_\_\_

LOCATION OF FIRE WALL(S)  
\_\_\_\_\_

## GARAGE SEPARATION :

TYPE & SIZE OF MATERIAL TO BE INSTALLED ON WALL AND CEILING OF GARAGE ADJOINING HOUSE \_\_\_\_\_

TYPE & SIZE OF MATERIAL TO BE INSTALLED FOR ALL SUPPORTING MEMBERS IN GARAGE AREA \_\_\_\_\_

## PLUMBING SYSTEMS:

PLUMBING CONTRACTOR:

NAME: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ STATE LIC. #: \_\_\_\_\_

CHECK ITEM (S) BELOW  
WHICH APPLY TO THIS JOB

# OF PLUMBING FIXTURES

# OF PLUMBING FIXTURES

\_\_\_\_ INSTALLATION- NEW

\_\_\_\_ BATH TUB

\_\_\_\_ LAUNDRY TUB

\_\_\_\_ ALTERATION

\_\_\_\_ BIDET

\_\_\_\_ LAVATORY

\_\_\_\_ REPAIR

\_\_\_\_ CLOTHES WASHER

\_\_\_\_ SERVICE SINK

\_\_\_\_ REPLACEMENT

\_\_\_\_ DISH WASHER

\_\_\_\_ SHOWER

\_\_\_\_ WATER SERVICE-NEW

\_\_\_\_ DRINKING FOUNTAIN

\_\_\_\_ URINAL

\_\_\_\_ WATER SERVICE-REPLACE

\_\_\_\_ ELECTRIC WATER HEATER

\_\_\_\_ TOILET

\_\_\_\_ BUILDING SEWER-NEW

\_\_\_\_ FLOOR DRAIN

\_\_\_\_ SPRINKLER SYSTEM

\_\_\_\_ BUILDING SEWER-REPLACE

\_\_\_\_ GARBAGE DISPOSAL

\_\_\_\_ OUTSIDE FAUCET

\_\_\_\_ WATER HEATER-REPLACE

\_\_\_\_ KITCHEN SINK

\_\_\_\_ OTHER

\_\_\_\_ OTHER

\_\_\_\_ BACKFLOW PREVENTERS

TYPE OF MATERIAL FOR WATER SUPPLY \_\_\_\_\_

SIZE OF WATER SUPPLY LINE \_\_\_\_\_

TYPE OF MATERIAL FOR WASTE \_\_\_\_\_

TYPE OF SEPTIC SYSTEM \_\_\_\_\_

NUMBER OF BEDROOMS SYSTEM APPROVED \_\_\_\_\_

WATER HEATER CAPACITY \_\_\_\_\_ GAL.

GAS /OIL FIRED EQUIPMENT PIPING

# OF GAS APPLIANCES

# OF GAS APPLIANCES

\_\_\_\_ INSTALLATION-NEW

\_\_\_\_ BOILER

\_\_\_\_ OVEN

\_\_\_\_ ALTERATION

\_\_\_\_ CLOTHES DRYER

\_\_\_\_ SPACE HEATER

\_\_\_\_ REPAIR

\_\_\_\_ FURNACE

\_\_\_\_ RANGE WITHOUT OVEN

\_\_\_\_ REPLACEMENT

\_\_\_\_ OTHER

\_\_\_\_ GAS WATER HEATER

\_\_\_\_ OTHER

\_\_\_\_ LOG LIGHTER

\_\_\_\_ UNIT HEATER

**MECHANICAL SYSTEM INFORMATION:**

**MECHANICAL CONTRACTOR:**

NAME: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

\_\_\_\_\_

ADDRESS: \_\_\_\_\_ STATE LIC. #: \_\_\_\_\_

**DESCRIPTION OF EQUIPMENT TO BE PROVIDED AND INSTALLED**

**FUEL STORAGE;**

PROPANE TANK CAPACITY \_\_\_\_\_ GAL. TANK ABOVE GROUND \_\_\_\_\_ TANK BELOW GROUND \_\_\_\_\_

SIZE OF PIPING FROM TANK TO REGULATOR \_\_\_\_\_" TYPE OF PIPING MATERIAL \_\_\_\_\_

SIZE OF PIPING FROM REGULATOR TO APPLIANCES \_\_\_\_\_"

KEROSENE/FUEL OIL TANK CAPACITY \_\_\_\_\_ GAL. SIZE OF PIPING FROM TANK TO APPLIANCE \_\_\_\_\_"

TYPE OF PIPING MATERIAL \_\_\_\_\_

**TYPE OF HEAT**

\_\_\_\_ HOT WATER BASE BOARD      \_\_\_\_ STEAM      \_\_\_\_ HEAT PUMP      \_\_\_\_ ELECTRIC

\_\_\_\_ OTHER

\_\_\_\_\_ FURNACE/ HEATER BTU'S      FURNACE/HEATER MANUFACTURE NAME \_\_\_\_\_

\_\_\_\_\_ COOLING EQUIPMENT SEER      COOLING EQUIPMENT MANUFACTURE NAME \_\_\_\_\_

CHIMNEY/VENTS – QUANTITY \_\_\_\_\_      CHIMNEY/VENTS – TYPE \_\_\_\_\_

**WOOD BURNING STOVES**

TYPE OF WOOD BURNING STOVE \_\_\_\_\_      INSERT OR FREESTANDING \_\_\_\_\_

LOCATION OF WOOD BURNING STOVE \_\_\_\_\_

**(1). DRAW AN OUTLINE OF EXISTING BUILDINGS(S) AND INDICATE DISTANCES FROM THE BUILDING(S) TO THE FRONT, REAR AND SIDE PROPERTY LINES.**

**(2). DRAW AN OUTLINE OF THE PROPOSED STRUCTURE USING DASHED LINES AND INDICATE DISTANCES TO THE OTHER BUILDINGS AND TO ALL PROPERTY LINES.**

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**SITE PLAN**



**AFFIDAVIT**

I, \_\_\_\_\_, OF (ADDRESS)

AFFIRM THAT I AM THE OWNER OR AGENT FOR THE OWNER OF A CERTAIN TRACT OR PARCEL OF LAND 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 OF THE CODE OF VIRGINIA AND I AM NOT SUBJECT TO LICENSURE AS A CONTRACTOR OR SUBCONTRACTOR.

SIGNED AND ACKNOWLEDGED BY \_\_\_\_\_ IN THE TOWN OF CHINCOTEAGUE, VIRGINIA ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_, IN THE PRESENCE OF THE UNDERSIGNED WITNESS.

\_\_\_\_\_ (WITNESS)

54.1111. Prerequisites to obtaining building permits – Any person applying to the building inspector or any authority of a city, county 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 satisfactory proof to such inspector or authority that he is fully licensed or registered under the terms of this chapter to carry out or superintend the same, or file a written statement, supported by an affidavit, that he is not subject to licensure or registration as a contractor or subcontractor pursuant to this chapter. The applicant shall also furnish satisfactory proof that the taxes or license required by any city, town or county 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 evidence of being either exempt from the provisions of this chapter or licensed or registered under this chapter to carry out or superintend the work for which permits have been applied.

(Total project \$1,000.00 -\$7,499.00 **Class C**) (Total project \$7,500.00 - \$69,999.00 **Class B**)  
(Total project \$70,000.00 or more **Class A**)

The building inspector, or other such authority, violating the terms of this section shall be guilty of a Class 3 misdemeanor. (Code 1950, 54-138; 1970, c. 319; 1980, c.634; 1988, c. 765)