

# CITY OF WAYNESBORO



## Building & Zoning Department

250 S. Wayne Avenue, Suite 206  
Waynesboro, VA 22980  
(540) 942-6628 FAX (540) 942-6770

### BUILDING PERMIT APPLICATION

Read carefully and fill out all applicable blanks on entire form. All information shall be typed or printed neatly. Permits may be issued only when sufficient information is given to show that the proposed work will comply with all building and zoning laws.

<b>Location of Work:</b>	Address:	Zoning District:	
	Lot(s):	Tax Map #:	
	Block:		
	Subdivision:	Flood Plain: <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Owner(s):</b>	Name	Mailing Address	Phone
<b>Lessee:</b>	Name	Mailing Address	Phone
<b>Contractor:</b>	Name	Mailing Address	Phone
	License # Classification: Expiration Date: <b>Please Attach A Copy of Your Virginia Contractor's License, If Not On File</b>		
<b>Mechanic's Lien Agent:</b>	Name	Mailing Address	Phone
<b>Architect or Designer:</b>	Name	Mailing Address	Phone

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

ADDRESS \_\_\_\_\_

**Class of Work For This Project:**

- New   
  Addition   
  Alterations   
  Change of Use   
  Other \_\_\_\_\_  
  
 Manufactured Home:   
  New   
  Replacement



**To Be Completed By Applicant:**

**NOTICE: Separate permits are required for electrical, plumbing, heating, ventilating, air conditioning, and gas fitting.**

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 and as shown on the attached plans and specifications and as required by city ordinances, and state laws and regulations. Failure to comply with any part or terms of this application shall be sufficient cause to revoke the permit so issued. I hereby authorize the building inspector to enter upon my property during normal business hours to inspect the work authorized by this permit.

\_\_\_\_\_  
(Signature of contractor or authorized agent)

\_\_\_\_\_  
(Signature of owner, if owner contracted)

\_\_\_\_\_  
(Print or type name)

\_\_\_\_\_  
(Print or type name)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(E-mail Address)

\_\_\_\_\_  
(E-mail Address)

**To Be Completed When Owner Is Applying for Permit:**

**NOTICE**

**This document contains important information concerning the Virginia Contractor's Licensing Law. Please read carefully before signing.**

I, \_\_\_\_\_ of (address) \_\_\_\_\_

affirm that I am the owner of a certain tract or parcel of land located at \_\_\_\_\_

in the City of Waynesboro, Virginia; that I have applied for a building permit to (erect a structure on said land or

repair or improve an existing structure on said land). I affirm that I am aware of the provisions of Title 54,

Chaper 11, in the Code of Virglnia that requires a contractor to be properly licensed before he may bid or

undertake a job of \$1,000 or more. I further certify that I am familiar with the responsibilities of an awarding

authority specified in Section 54.1 Chapter 11 of the code which prohibits any awarding authority from considering

bids or awarding contracts to any contractor not properly licensed under the provisions of the code and that

to do so would constitute the commission of a misdemeanor. I affirm that I understand that a contractor must

be licensed as a Class C contractor for any job of \$1,000 but less than \$7,500; a Class B contractor for

any job of \$7,500 but less than \$120,000; and that a contractor must be licensed as a Class A contractor

for any job of \$120,000 or more.

\_\_\_\_\_  
(Owner)

\_\_\_\_\_  
(Witness)

# SITE PLAN

## OFFICE USE

### Validation:

Zoning:             Approved             Denied

By: \_\_\_\_\_

Application:       Approved             Denied

By: \_\_\_\_\_

Date: \_\_\_\_\_

### Code Used To Review Application:

- |                                    |                                   |
|------------------------------------|-----------------------------------|
| <input type="checkbox"/> 2000 IBC  | <input type="checkbox"/> 2003 IBC |
| <input type="checkbox"/> 2000 IRC  | <input type="checkbox"/> 2003 IRC |
| <input type="checkbox"/> No Review | <input type="checkbox"/>          |

Construction Type: \_\_\_\_\_

Occupancy Type: \_\_\_\_\_

Occupancy Load: \_\_\_\_\_

Plan Storage \_\_\_\_\_