

# ELECTRIC & BUILDING PERMIT APPLICATION

for Residential or Commercial Construction and Electric Activity within Fayette County, West Virginia  
(304)574-4320 – (304)574-4307 fax

## REQUEST FOR A PERMIT TO DO REPAIRS, REMODELING, NEW CONSTRUCTION, OR DEMOLITION

### APPLICANT INFORMATION

Property Owner Name:		Phone No:
Property Mailing Address:		
City, State, Zip:		Cell Phone No:
Contractor Name:	Phone No:	WV Contractor License No.
Contractor Address:		
City, State, Zip:	Cell Phone No:	E-Mail Address:

### PROJECT INFORMATION

Physical Location:
Fayette County District, Tax Map and Parcel No. (From Tax Ticket):

### TYPE OF CONSTRUCTION (as defined by the WV State Code (IRC 2009, 1 & 2 Family Dwellings))

<input type="checkbox"/> Residential							
<input type="checkbox"/> Single Family				<input type="checkbox"/> Multi-Family			
<input type="checkbox"/> Renovation	<input type="checkbox"/> New Const.	<input type="checkbox"/> Demolition	<input type="checkbox"/> Excavation	<input type="checkbox"/> Renovation	<input type="checkbox"/> New Const.	<input type="checkbox"/> Demolition	<input type="checkbox"/> Excavation
<input type="checkbox"/> Interior	<input type="checkbox"/> Exterior	<input type="checkbox"/> Addition		<input type="checkbox"/> Interior	<input type="checkbox"/> Exterior	<input type="checkbox"/> Addition	
Description of work to be performed:							
Square Footage:							
Floodway/Flood Plain: <input type="checkbox"/> Yes (Submit Elevation Cert.)				<input type="checkbox"/> No			
				FIRM Map _____			
Total Estimated Cost (All labor and materials) \$ _____				Permit Fee \$ _____			

### ITEMS REQUIRED WITH APPLICATIONS:

**1.** Set of construction plans, **2.** Site Plans showing location of proposed structure or excavation on lot distances from all lot lines, location of any existing structures on lot. **3.** Fayette County District, Tax Map, and Parcel Number, **4.** Assessor and Zoning form to be completed, **5.** Septic Permit or letter of availability from public service district, **6.** Determination of Floodway/Flood Plain Designation, **7.** List of all contractors and sub-contractors.

### PROJECT SITE OWNER RESPONSIBILITY STATEMENT

*The owner of this building and the undersigned, do hereby covenant & agree to comply with all the laws of the State of West Virginia and the ordinances of Fayette County pertaining to the building, and to construct the proposed renovation, repair, or remodeling in accordance with the plans and specifications submitted herewith, and in accordance with the building codes, and certify that the information and statements given on this application, drawings and specifications are to the best of their knowledge true and correct. According to West Virginia Legislative Rules, Division of Health, Title 64, Series 63, 1998, Article 10.1.a. it is the responsibility of the Owner to ensure that "Each building or other man-made structure he or she owns is inspected for the presences of asbestos by a licensed asbestos inspector prior to any renovation or demolition activates". I understand that work shall not begin until the permit is issued by this department, that I am responsible for calling for all required inspections, that work shall be accessible for the inspection, that a final inspection, approval and Certificate of Occupancy are required prior to occupying this building. Permit fees are non-refundable, except when the permit and construction are cancelled before work begins. This permit application is only for the work described above. Every permit issued shall become invalid if work does not start within 180 days of issuance, or if work authorized by said permit is suspended or abandoned for a period of 180 days after work commenced.*

Signature:	Date:
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Fayette County Building & Zoning Division  
100 Court St. PO Box 307  
Fayetteville, WV 25840  
(304) 574-4320 or (304) 574-4273

Office Use Only  
Date: \_\_\_\_\_ Time: \_\_\_\_\_

### Assessor and Zoning Form

All residential dwellings, mobile homes and commercial structures require Zoning approval to ensure compliance with the Fayette County Unified Development Code, Prior to any building permit application.

(Note- If property is located in mobile home park or subdivision this form is not required)

Name: \_\_\_\_\_  
Prop Sub: \_\_\_\_\_  
Lot No. \_\_\_\_\_

I am applying for a building permit and need the following required information to properly complete the application form:

District: \_\_\_\_\_ Tax Map: \_\_\_\_\_ Parcel Number: \_\_\_\_\_

Signature- Assessor's Representative \_\_\_\_\_

Fayette County Zoning Office has reviewed and approved the above listed property and has no objections to building permit issuance of such property.

Signature- Zoning Office Representative and Flood Plain Manager \_\_\_\_\_

#### Site or plot plan

(Attach drawing or draw the shape of your property, show all roads, and give the dimensions of your property)

Front Yard Setback: \_\_\_\_\_ Left Side Yard Setback: \_\_\_\_\_  
Rear Yard Setback: \_\_\_\_\_ Right Side Yard Setback: \_\_\_\_\_

Fayette County Building Permits and Code Enforcement  
100 Court Street, PO Box 307  
Fayetteville, WV 25840  
(304) 574-4320

Office Use Only

Date:

Time:

Permit No.

**Compliance Verification**

- The general contractor must complete this form and have it notarized prior to issuance of a building permit.

To ensure compliance with West Virginia Code 21-11-15 and 28-2-5, satisfactory proof must be furnished that the State Privilege License Fee has been paid and Worker's Compensation Insurance is in effect. Please mark the appropriate statements below.

As a licensed General Contractor of the State of West Virginia, I hereby certify that I have obtained Worker's Compensation as required by West Virginia Code 23-2-5. and I will maintain the required Worker's Compensation Insurance for the entire duration of any construction for which permits have been issued.

As a licensed General Contractor of the State of West Virginia, I hereby certify that I am exempt from the requirements of West Virginia Code 23-2-5, requiring Worker's Compensation Insurance for Contractors and their employees.

**And**

I hereby certify that I have paid the West Virginia License Application renewal fee required for all contractors in pursuant of the West Virginia Code 21-11-15 and 28-2-5.

Print Name of License Holder: \_\_\_\_\_

Signature of License Holder: \_\_\_\_\_ Date: \_\_\_\_\_

Contractor's License Number: \_\_\_\_\_

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

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 100 Court St. PO Box 307  
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Office Use Only	
Date: _____	Time: _____
Permit No. _____	

**Sub-Contractor Register**

- Please provide the following information for each sub-contractor hired to complete work on this job.

	Company Name	Contact	Phone Area Code First	WV Contractors' License
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				

Final inspection and certificate of occupancy will not be completed until this form is returned to the Fayette County Building Permits and Code Enforcement Office