



WESTMORELAND COUNTY, VIRGINIA

Land Use Administration

MONTROSS, VIRGINIA 22520

PERMIT APPLICATION

FOR

BUILDING - ELECTRICAL - PLUMBING - HEATING DEMOLITION - LAND DISTURBANCE - ZONING



P. O. Box 1000
Montross, Virginia 22520
Phone: (804) 493-0120
Fax: (804) 493-0604

Building Official
Zoning Official
Planning Commission
Board of Zoning Appeals
Board of Building Appeals
Wetlands Board

Submit three (3) copies of a plot plan, drawn to scale, showing the actual size, dimensions, and shape of the property, all existing and proposed buildings or structures on the property, their distance to lot lines and other information that is essential to the permit and property. Lack of information or details on the plan will result in the application being returned. A boundary survey is required for lots within a subdivision. Existing and proposed grades are required for projects 500 square feet and larger.

Legible Printing Please

Date: _____ Tax Map ID# _____

Project Address: _____

Magisterial District: _____

Zoning: _____

Owner or Applicant:

Mailing Address: _____

City, State, Zip: _____

Phone: _____

Cell Phone: _____

FAX: _____

General Contractor:

Mailing Address: _____

City, State, Zip: _____

License #: _____

Phone: _____

Cell Phone: _____

FAX: _____

Class: _____

Exp. Date: _____

Responsible Land Disturber:

Mailing Address: _____

City, State, Zip: _____

License #: _____

Phone: _____

Cell Phone: _____

FAX: _____

Class: _____

Exp. Date: _____

General Contractors' Mechanic's Lien Agent:

Mailing Address: _____

City, State, Zip: _____

Contact Person: _____

Phone: _____

Cell Phone: _____

FAX: _____

Description of Project:

Existing Use of Bldg or Site _____

Proposed Use of Bldg or Site _____

Project Cost: _____

(OVER)

IDENTIFY CONTRACTORS TO BE ON SITE

Building Contractor:		Phone:	
Mailing Address:			
Electrical Contractor:		Phone:	
Mailing Address:			
Plumbing Contractor:		Phone:	
Mailing Address:			
Mechanical Contractor:		Phone:	
Mailing Address:			

CIRCLE AND COMPLETE THE AREAS THAT APPLY TO THE PROJECT

Use	Construction	Exterior	Interior	Roofing	Plumbing/Heating
Dwelling Yes No	Modular	Wood	Plaster	Shingles	# Bathrooms
Addition Yes No	Wood Frame	Brick	Wall Board	Slate	# Fireplace
Garage Yes No	Brick	Vinyl	Panel	Metal	# A/C units
Commercial Yes No	Tile-C Block	Aluminum	Tile		# Heat Units
Other	Other	Other	Other	Other	Other

Features		Health Department Permit #:	
Year of Mobile Home	(If Applicable)	Sewage Disposal:	___ Private ___ Public
# Porch(s)		Health Department Permit #:	
# Bedrooms		Water Supply:	___ Private ___ Public
# Stories & Height		Electric Company:	
# Deck(s)			___ Northern Neck Electric ___ VA Power

Check List	OFFICE USE	Fees:	
3 Site Plans to Scale		New 1-3 Family & Modular Home	See Schedule
Subdivision Survey		Building Addition - Alteration	See Schedule
Existing Topography		Electric	See Schedule
Proposed Grading		Plumbing	See Schedule
Erosion & Sediment		Heating & AC	See Schedule
BMP Design		Sign	See Schedule
VDOT Entrance		Demolition	See Schedule
Construction Footprint		Sub Total:	
RPA Shown		Virginia Surcharge	Add 1.75%
Taxes Paid		E & S with Single Family Dwelling	See Schedule
2 Sets Building Plans		Land Disturbance Permit Only	See Schedule
Health Department:		Zoning	See Schedule
Well Permit		E-911:	See Schedule
Sewage Permit		Total Non-refundable Fee:	
Reserve Drainfield		Make Checks Payable to "Treasurer, Westmoreland County"	

I, the undersigned, do hereby certify that the above statements are true to the best of my knowledge and understand that any deviations, change or construction not shown on these plans will null and void the approval so granted. I further understand that this permit is valid for one year from the date of issue for all construction to be completed. Should the project not be completed within a year, I will re-apply for all related permits. I also acknowledge that incomplete application and/or plans shall be returned and delay the approval.

CONTRACTOR AS APPLICANT: _____

Date: _____

I, the owner, do hereby certify that the above statements are true to the best of my knowledge and understand that any deviations, change or construction not shown on these plans will null and void the approval so granted. I further understand that this permit is valid for one year from the date of issue. Should the project not be completed within one year, I will re-apply for all required permits. I also acknowledge that incomplete application and/or plans shall be returned and delay the approval. I further affirm that I am familiar with the prerequisites of the Virginia Code, Section 54.1-1111 that requires me to submit all duly licensed contractors' information on this application or I am not subject to licensure as a contractor or subcontractor. Additionally, I will provide proof that the taxes or licensed fees have been paid to the County upon our request should subcontractors be discovered on this project.

OWNER AS THE APPLICANT: _____

Date: _____