

City of Galax

111 E. Grayson Street
Galax, VA 24333

PERMIT APPLICATION

[] Property Owner : _____
Address : _____
Phone # : _____

[] Contractor : _____
or Owners Agent
Address : _____
Phone # : _____

License : _____ Class A, B, or C : _____ Designation: _____

Master Tradesman & # : _____

For one or two family dwelling projects, please provide the Mechanic's Lien Agent as defined in Sec. 43-1 of the Code of Virginia: Name: _____

Address: _____

Phone #: _____

Address of Property : _____

Type of Permit Applying for: (Please see page 3 of this application for additional approvals that may be required).

[] Residential construction or remodeling using the 2009 International Residential Code.

[] Commercial or Multi-Family construction using the 2009 International Building Code.

[] Electrical [] Plumbing [] HVAC [] Sprinkler

[] Gasfitting [] Demolition [] Tank Installation or Removal

[] Erosion and Sediment Control Permit (required if disturbed area is over 10,000 s.f.)
(NOTE: IF REQUIRED, THIS PERMIT MUST BE OBTAINED PRIOR TO THE BUILDING PERMITS)

[] Sign Permit (Please attach drawing of sign(s)).

[] Zoning Application – A zoning review is required for all projects. Re-zoning, conditional use permits, subdivisions, etc. require an additional application.

Please provide a brief description of the work to be performed (include plans for new structures and additions).

* See requirements on back of application for when an architect's or engineer's seal is required on a drawing.

Estimated Project Cost : \$ _____

Please allow 1 day for processing of minor permits for decks, electrical, hvac, plumbing, etc. Please allow 3 days for processing of permits requiring plan reviews by this office and 6 weeks for plan reviews by the Virginia State Fire Marshal's Office.

Please list any sub-contractors that will be performing work on the project. These may include but are not limited to grading contractors, concrete finishers, masons, framing contractors, drywall workers, painters, roofers, etc. All sub-contractors must have a City Business License issued by the Commissioner of Revenue's Office. All sub-contractors must be licensed by the State of Virginia if the work they perform exceeds \$1000 in labor and materials cost. It is a violation of DPOR Regulations for a licensed contractor to hire unlicensed sub-contractors. The failure of a sub-contractor to have a City Business License or Virginia Contractor's License may result in a project being delayed until all licensing requirements are met.

Trade	Name	License#
Grading:	_____	_____
Concrete:	_____	_____
Masonry:	_____	_____
Framing:	_____	_____
Drywall:	_____	_____
Insulation:	_____	_____
Painting:	_____	_____
Roofing:	_____	_____
Siding:	_____	_____
Electrical:	_____	_____
Plumbing:	_____	_____
HVAC:	_____	_____
Gasfitting:	_____	_____
Sprinkler:	_____	_____
Other:	_____	_____

I hereby certify that I have the authority to make the foregoing application per Section 109.2 of the Code and that the information above is correct and that all construction will comply with the Virginia uniform Statewide Building Code.

Signature Date

* Per the Code of Virginia, any structure which falls into any of the categories marked "Yes" requires the seal of a Virginia architect or engineer. This does not restrict the authority of the Building Official to require that any drawings be certified by an architect or engineer.

Use Group	Description	Square Footage			Stories	
		<5000	5001-15000	>15000	3 or less	over 3
A	Assembly/ Churches & Restaurants	Yes	Yes	Yes	Yes	Yes
B	Business		Yes	Yes		Yes
E	Education	Yes	Yes	Yes	Yes	Yes
F	Factory			Yes		Yes
H	Hazard	Yes	Yes	Yes	Yes	Yes
I	Institutional	Yes	Yes	Yes	Yes	Yes
M	Mercantile		Yes	Yes		Yes
R-1	Hotels	Yes	Yes	Yes	Yes	Yes
R-2	Multi-Family					Yes
R-3	1 & 2 Family					Yes
R-4	1 & 2 Family					Yes
S	Storage			Yes		Yes

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OWNERS AFFIDAVIT

I _____, of (address) _____

Affirm that I am the owner of a certain tract or parcel of land located at:

_____ and I have applied for a building permit. I affirm that I am familiar with the prerequisites of Section 54-1111 of the Code of Virginia and I am not subject to licensure as a contractor or subcontractor.

Signature

Date

54.1111. Prerequisites to obtaining building, etc., permit. - Any person applying to the building inspector or any other authority of a county, city, or town in this Commonwealth, charged with the duty of issuing building permits for the construction of any building, highway, sewer, or structure, or any removal, grading, improvement shall furnish prior to the issuance of the permit, either (i) satisfactory proof to such inspector or authority that he is duly licensed or certified under the terms of this chapter to carry out or superintend the same, or (ii) file a written statement, supported by an affidavit, that he is not subject to licensure or certification as a contractor, subcontractor, or owner-developer pursuant to this chapter. The applicant shall also furnish satisfactory proof that the taxes or license fees required by any county, city, or town have been paid so as to be qualified to bid upon or contract for the work for which the permit is 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 his license or certification number issued pursuant to this chapter or evidence of being exempt from the provisions of this chapter.

The building inspector, or other such authority, violating the terms of this section shall be guilty of a Class 3 misdemeanor.

Note to Property Owners:

If you have made arrangements with a contractor to do this work, the City of Galax strongly suggests that the contractor be the party to secure the necessary permit(s). When a contractor obtains a permit in their name, they indicate their responsibility for the work. When you sign this affidavit in order to obtaining a permit(s) in your name, you are indicating your responsibility for the work to be performed. When the permit is issued in the name of the property owner, enforcement actions against a contractor become more difficult. The USBC requires that all notice of violations and legal actions be taken against the permit holder. When the contractor applies for the permit, it gives the City the opportunity to verify that the contractor is licensed and certified as required by state and local laws. The unwillingness of the contractor to obtain the necessary permits may be an indication that the contractor is not properly licensed. Please contact the Building Official's office at 540-236-7297 if you have any questions in regards to this form.

Asbestos Certification Form

Address of the Project: _____

Owner: _____

Per the USBC, an asbestos certification form is **required** prior to any work being performed on any building which was constructed prior to January 1, 1985. Please review and check the appropriate space below.

The building or affected portions of the building have been checked for the presence of asbestos by an individual licensed to perform such inspections pursuant to Sec. 54-1-503 of the Code of Virginia and that no asbestos containing materials were found.

The building or affected portions of the building have been checked for the presence of asbestos by an individual licensed to perform such inspections pursuant to Sec. 54-1-503 of the Code of Virginia and that appropriate response actions will be undertaken with the requirements of the Clean Air Act National Emission Standard for Hazardous Air Pollutant (NESHAPS: 40 CFR Part 61, Subpart M), and the asbestos worker protection requirements established by the U.S. Occupational and Safety and Health Administration for construction workers (29 CFR 1926.1101). Local educational agencies that are subject the requirements established by the Environmental Protection Agency under the Asbestos Hazard Emergency Response Act (AHERA) shall also certify compliance with 40 CFR Part 763 and subsequent amendments thereto.

The renovation project consists only of repair or replacement of roofing, floorcovering, or siding materials and the materials to be repaired or replaced are assumed to contain friable asbestos and that asbestos installation, removal, or encapsulation will be accomplished by a licensed asbestos contractor.

This project is exempt from the requirements of this section because:

The project is a single family dwelling or residential housing with 4 or fewer units. (**Note:** This exemption does **not** apply if the project is demolition of a building for commercial or public development purposes.)

The combined amount of asbestos regulated materials involved in the renovation or demolition is less than 260 linear feet on pipes or less than 160 square feet on other facility components or less than 35 cubic feet of facility components where the length or area could not be measured previously.

Signature or Property Owner or Agent Date

Note: An abatement area shall **not** be re-occupied until the code official receives certification from the owner that the response actions will be completed and final clearances will be measured.

PLEASE SHOW A SITE PLAN OF THE PROPERTY TO INCLUDE THE FOLLOWING: (Example on page 8)

- A. Location of building on property.
- B. Set backs from property lines.
- C. Driveway connection.
- D. Location of water and sewer connections.

Signature: _____

Date: _____

**AGREEMENT IN LIEU OF PLAN EROSION & SEDIMENT
CONTROL PLAN
FOR A SINGLE FAMILY RESIDENCE IN A SUBDIVISION OR A SINGLE
FAMILY RESIDENCE**

Building Permit # _____
Subdivision _____
Lot # _____
Location _____

In lieu of submission of an Erosion & Sediment Control Plan for the construction of this single family dwelling, I agree to comply with any reasonable requirements determined necessary by the employees of the City of Galax representing the Erosion and Sediment Control Program Administrator. Such requirements shall be based on the conservation standards contained in the City of Galax Erosion and Sediment Control Ordinance and shall represent the minimum practices necessary to provide adequate control of erosion and sedimentation on or resulting from this project.

As a minimum, all denuded areas on the lot shall be stabilized within 7 days of final grading with permanent vegetation or a protective ground cover suitable for the time of the year.

I further understand that failure to comply with such requirements within three working days following notice by the representatives of the City of Galax could result in citation for violation of the City of Galax Erosion and Sediment Control Ordinance.

Measures Specified by the Plan Approving Authority/Galax Building Official:

(1) Install a construction entrance and install temporary erosion & sediment control devices as the first steps of the land disturbing activity, (2) all sediment transported onto a paved or public road shall be removed at the end of each workday, and (3) surface runoff from the disturbed areas need to be controlled by silt fence, or other approved methods, (4) Please contact City of Galax Building Official for details concerning the maintenance for each E & S Control practice/device used.

Signature of Landowner: _____ **Date:** _____

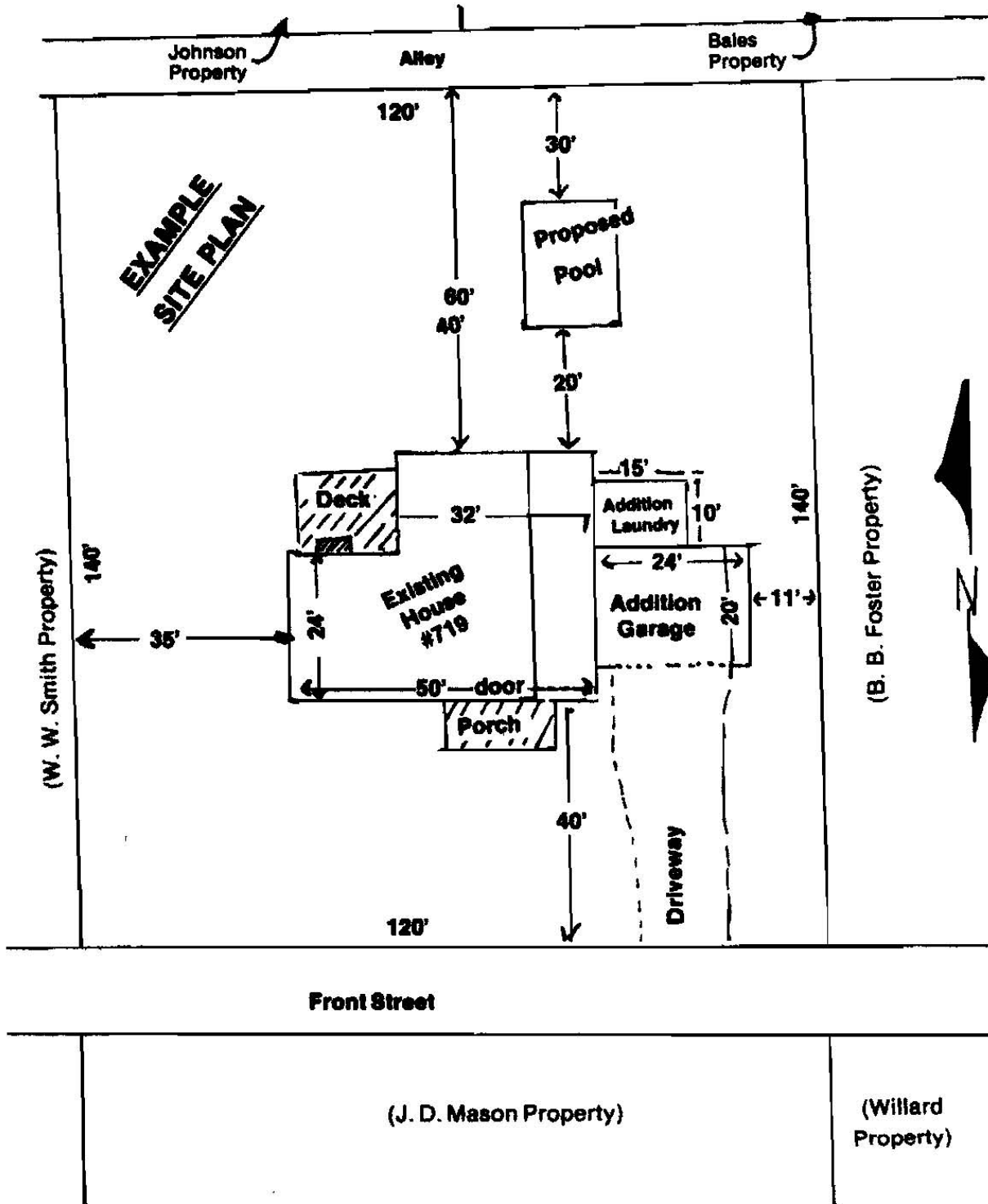
Landowners Name (PRINT): _____

Landowners Address: _____

Landowner Telephone #: _____

Approved By: _____ **Date:** _____

*This Agreement is not appropriate for churches, small businesses, or multi-home developments.



Scale 1/4" = 5'