

Charles City County, VA



ELECTRICAL-MECHANICAL PERMIT APPLICATION

Zoning Permit # _____

Building Permit # _____

Job Address				Tax Map #					
Residential <input type="checkbox"/> Commercial <input type="checkbox"/> New <input type="checkbox"/> Repair Existing <input type="checkbox"/> Replace Existing <input type="checkbox"/>		Parent Permit # _____ (if building is new house/structure or renovation)							
Property Owner/Applicant				Ph. 1					
Address				Ph. 2					
City		State		Zip					
Email									
Contractor				Ph. 1					
Address				Ph. 2					
City		State		Zip					
Email									
State Contractor License #				<input type="checkbox"/> A	<input type="checkbox"/> B	<input type="checkbox"/> C			
Electrical: No _____ Yes _____			Voltage: _____						
New Service: _____ Amps		Temp Service: _____ Amps		Service Increase: From: _____ Amps To: _____ Amps					
<input type="checkbox"/>	A.C. Unit	<input type="checkbox"/>	Fire & Smoke Alarms	<input type="checkbox"/>	Flammable Fuel Dispensers	<input type="checkbox"/>	Mobile Unit	<input type="checkbox"/>	Illuminated Signs
<input type="checkbox"/>	Additional Circuits	<input type="checkbox"/>	De-Icing	<input type="checkbox"/>	Fountains	<input type="checkbox"/>	Motors	<input type="checkbox"/>	Smoke Vents
<input type="checkbox"/>	Appliances (all types)	<input type="checkbox"/>	Dumbwaiters	<input type="checkbox"/>	Boilers	<input type="checkbox"/>	Outlets	<input type="checkbox"/>	Spas/Hot Tubs
<input type="checkbox"/>	Baseboard Units	<input type="checkbox"/>	Elevator	<input type="checkbox"/>	G.F.I.	<input type="checkbox"/>	Pole/Service Drop	<input type="checkbox"/>	Sub Panels
<input type="checkbox"/>	Exit or Exterior Lights	<input type="checkbox"/>	Other Emergency Lights	<input type="checkbox"/>	Generators Fuel: _____	<input type="checkbox"/>	Pumps & Plumbing	<input type="checkbox"/>	Swimming Pools __Above__ Inground
<input type="checkbox"/>	Communication Systems	<input type="checkbox"/>	Exhaust Fans	<input type="checkbox"/>	Hoists	<input type="checkbox"/>	HVAC (Heat & A/C) __Gas__ Electric	<input type="checkbox"/>	Transformers
<input type="checkbox"/>	Controllers	<input type="checkbox"/>	Backflow Preventor	<input type="checkbox"/>	Solar Arrays	<input type="checkbox"/>	Recreational Vehicle Connections	<input type="checkbox"/>	Underground
<input type="checkbox"/>	Welding	<input type="checkbox"/>	Fire Pumps/Suppression Systems	<input type="checkbox"/>	Light Fixtures	<input type="checkbox"/>	Meter Base	<input type="checkbox"/>	Water Heater
Job Description in Detail									
Fee Codes – Department use only: Bldg. Permit BUDP: \$ _____ Bldg. Permit Penalty BUDPP \$ _____ 2% State Surcharge STSU: \$ _____ Zoning Permit ZSP: \$50.00 Zoning Permit Number: _____ Re-connect RECE: \$ _____									
Total Value of Project: \$			Permit Fee: \$			+2% Levy: \$		Total: \$	

I CERTIFY THAT ALL ABOVE GROUND EQUIPMENT MEETS SETBACKS OF THE APPLICABLE ZONING DISTRICT

Applicant's Printed Name	Applicant's signature	Date

Owner / Agent Exemption Worksheet*

*Only applies to an applicant who is **NOT** a Virginia State Licensed Contractor

OWNER / AGENT _____

PHONE NUMBER _____

PROPERTY ADDRESS _____

THIS DOCUMENT CONTAINS IMPORTANT INFORMATION REGARDING CONTRACTOR'S LICENSURE LAW AS DEFINED IN TITLE 54.1 CHAPTER 11 CODE OF VIRGINIA. PLEASE READ CAREFULLY BEFORE SIGNING.

Prior to the issuance of a permit to construct, remove or improve any structure, Section 108.4 of the Virginia Uniform Statewide Building Code (USBC) requires the applicant to either:

1. Be duly licensed or certified under the terms of Chapter 11 of Title 54.1 of the Code of Virginia, **or**,
2. File a written statement, supported by an affidavit that he is not subject to such licensure or certification.

Exemptions from contractor licensing are listed below. Please indicate the applicable exemption by checking the corresponding box.

- The work consists of the construction, removal, repair or improvement of my primary residence and I have not owned more than one primary residence in Virginia during the past 24 months.
- I am the owner of the property, and the structure will be a gift to a member of my immediate family who will live in it upon completion.
- The work consists of the repair of and/or improvement to an existing commercial, retail, industrial or manufacturing facility and is for my own use.
- The structure consists of one or more residential dwelling units owned by me and is subject to the Virginia Residential Landlord Tenant Act (§ 55-248.2 et seq).
- Any other specified exemption listed in § 54.1-1101, Code of Virginia. Please specify exemption:

I (print name) _____ affirm that I am performing, managing or superintending work consisting of improvements to real property located at _____ and that I have applied for a permit. I also affirm that I am familiar with the prerequisites of Section 54.1.1101 of the Code of Virginia and that I have read the exemptions above and I am not subject to state licensure.

Signature: _____ Date: _____