

# King George County

BUILDING PERMIT APPLICATION

COMMERCIAL



DEPARTMENT OF COMMUNITY DEVELOPMENT

10459 Courthouse Drive, Suite 104

King George, Va 22485

Phone: (540) 775-7111

Fax: (540) 775-3139

County Website:

[www.kinggeorgecountyva.gov](http://www.kinggeorgecountyva.gov)

PERMIT FOR COMMERCIAL STRUCTURE

A pre-construction meeting with the Building Official and Land Use Administrator is recommended prior to submitting any development application. Call (540)775-7111 for an appointment.

Commercial Structure Construction Checklist.

- \_\_\_1. Article 7. King George County Zoning Ordinance, requires that a Site Plan be approved prior to the issuance of a building permit for a commercial structure. The King George County Planning Commission approves site Plans. Site Plan approval includes demonstration of compliance with the following:
  - Zoning; Storm Water Management; Chesapeake Bay Preservation Area Overlay District; Wetlands Regulations; Erosion and Sediment Control.
  - Approval of Entrance by the Virginia Department of Transportation.
  - Approval of Water and Sewage Disposal (Public or Private).
    - \* Public by King George County Service Authority.
    - \* Private by Virginia Department of Health.
  - A Performance Bond is required to ensure completion of all Erosion and Sediment Control measures and all Public Improvements.
  - A Storm Water Management Agreement is required to be executed between the owner and the County for any site with a storm water management structure.
- \_\_\_2. Upon completion of the Site Plan approval process an application for a building and zoning permit may be submitted.
- \_\_\_3. Connection Deposit (25% minimum) is required of those sites with either Public Water and/or Sewer.
- \_\_\_Other: \_\_\_\_\_.

Building Plans may be required to be prepared by a Virginia Licensed Architect or Engineer. All plans must include the following plan elements:

Code Analysis Data

- \_\_\_a. Use Group
- \_\_\_b. Occupant Load per Floor or Space
- \_\_\_c. Height and Area Calculations
- \_\_\_d. Type of Construction

Plans to include:

- \_\_\_a. Electrical and Riser Diagrams
- \_\_\_b. Plumbing with Riser Diagrams
- \_\_\_c. HVAC with Ventilation Air Rates
- \_\_\_d. Foundation
- \_\_\_e. Framing and Wall Section
- \_\_\_f. Roof System
- \_\_\_g. Building Elevation Plan
- \_\_\_h. Floor Layout with Uses and Dimensions of Rooms
- \_\_\_i. Show all Handicap Accessible Elements
- \_\_\_j. Specifications for all Fire Rated Construction
- \_\_\_k. Fire Alarm Plans and Specifications
- \_\_\_l. Sprinkler System Layout and Specifications

A separate Building Permit is required for Sign(s); Site Lighting; Pool(s); Accessory Structure(s); Demolition of Building(s). Commercial Permits require a Class A Contractor. A copy of the Contractor's License along with a copy of the contractor's King George County business license must be provided with the application. All electrical, mechanical and plumbing subcontractors must be listed on permit. All subcontractors must complete the Tradesman Affidavit and hold a Virginia Contractor's License and have a Tradesman Certification.

# King George County, Virginia



Department of  
Community Development  
10459 Courthouse Drive, Suite 104  
King George, VA 22485

Heather Hall, CZA, Director  
Rick Herron, Acting Building Official  
(540)775-7111 (office)  
(540)775-3139 (fax)

## MEMORANDUM

Date: October 31, 2006  
Re: Commercial Building Inspections  
To: Commercial Permit Holders  
From: J. Bradley Hudson  
Building Official

The following is a list of the normal commercial inspections required for a building. Choose the appropriate inspections needed. There may be required inspections not listed, these inspections must be performed prior to concealment.

Commercial inspections are not to be called in as a "Rough-in All" or a "Final All". Each inspection shall be requested as a separate inspection and printed on a separate inspection ticket.

Note this list does not include any special inspections required by Chapter 17 or the International Building Code.

Failure to call in the correct inspection request may cause the inspection to be delayed and performed the following business day.

Plumbing	Ground works Rough in Water line (outside of building) Sewer line (outside of building) Final	Propane gas	Line inside Line outside Tank (prior to burial)
Electrical	Under slab conduit Rough in Service Above ceiling (for dropped ceilings) Trenching (outside of building) Fire alarm testing Final	Sprinkler systems	Underground flush Underground hydro test Above ground hydro test Fire pump test Final
Mechanical	Under slab Rough in Above ceiling Kitchen hood rough in Fire damper test Final	Building	Footing Foundation Slab Framing (after all other rough in inspections are passed) Insulation Fire resistive rated drywall layering Final (after all other final inspections have been done)

Prior to issuance of the Certificate of Occupancy approval from the following may be necessary:

- ❖ Virginia Department of Transportation
- ❖ Virginia Department of Health
- ❖ King George Zoning
- ❖ King George Erosion & Sediment Control

# Payment of Real Estate Taxes Form

Department of Community Development  
10459 Courthouse Drive, Suite 104  
King George, VA 22485  
540-775-7111

*In accordance with 1.7.1.a of the King George County Zoning Ordinance. Prior to the initiation of an application by the owner of the subject property, the owner's agent, or any entity in which the owner holds an ownership interest greater than 50 percent, for a special exception, special use permit, variance, rezoning, or other land disturbing permit, including building permits and erosion and sediment control permits, or prior to the issuance of final approval, the authorizing body may require the applicant to produce satisfactory evidence that any delinquent real estate taxes, nuisance charges, stormwater management utility fees, and any other charges that constitute a lien on the subject property, that are owned to the locality and have been properly assessed against the subject property, have been paid, unless otherwise authorized by the treasurer. Upon receipt of an application, together with supplementary materials and payment of the application fee and provision of proof that all outstanding payments set forth this section have been paid and satisfied. The zoning administrator may waive this requirement for reasons of health, safety or public welfare, provided that the applicant or owner has entered into a plan with the County Treasurer to pay all delinquent taxes, fees and charges as set for the in this ordinance.*

*Tax Map # \_\_\_\_\_*

*Property Owners Name: \_\_\_\_\_*

*I certify that Payment of Real Estate taxes have been paid in full, for the above referenced property; as required by 1.7.1a of the King George County Zoning Ordinance.*

*Property Owner/ Applicant Signature:* \_\_\_\_\_

King George County Treasurer Verified Date: \_\_\_\_\_

Employee Name: \_\_\_\_\_



# KING GEORGE COUNTY BUILDING PERMIT APPLICATION

DEPARTMENT OF COMMUNITY DEVELOPMENT

10459 COURTHOUSE DRIVE, SUITE 104

KING GEORGE, VA 22485

PHONE: (540) 775-7111 FAX: (540) 775-3139

APPLICATION FOR BUILDING AND ZONING PERMITS

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

Permit Number: \_\_\_\_\_

Received By:	_____
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ALL APPLICABLE INFORMATION MUST BE COMPLETED OR APPLICATION WILL BE RETURNED. (Please Print)

<input type="checkbox"/> Residential	<input type="checkbox"/> Commercial	<input type="checkbox"/> Building Permit	<input type="checkbox"/> Zoning Permit	<input type="checkbox"/> Amendment
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Owner Information	Name _____		Daytime Telephone No. _____	
	Mailing Address _____			
	_____			
	E-mail Address _____	Fax Number _____	Cell Number _____	

Builder/ Applicant	Name _____		Telephone No. _____	
	Mailing Address _____			
<input type="checkbox"/> same as owner	_____			
	E-mail Address _____		Fax Number _____	

Property Information	Address / Road Name _____			
Subdivision	_____	Tax Map # _____	Section _____	Parcel _____
Zoning:	_____	Total Acres: _____	Acres Disturbed: _____	RPA: <input type="checkbox"/> Yes <input type="checkbox"/> No

Description of work:	_____
	_____
	_____

**Permit Type:**

- Single Family Dwelling     Shed/ Metal Carport     Electric Service Upgrade     Demo  
 Deck     Demo     Electric     Antenna  
 Garage     Plumbing     Mechanical     Retaining Wall  
 Pool     Construction/ Office Trailer     Alarms/ Fire Protection System  
 In Ground     Above Ground     Other (Please specify) \_\_\_\_\_

**PLEASE FILL IN ALL AREAS RELEVANT TO THE PERMIT BEING REQUESTED**

<b>Construction</b>	<input type="checkbox"/> Framed	<input type="checkbox"/> Modular	<input type="checkbox"/> SWMH	<input type="checkbox"/> DWMH	Serial# _____	YEAR _____
<b>Foundation</b>	<input type="checkbox"/> Masonry	<input type="checkbox"/> Concrete	<input type="checkbox"/> Wood	<input type="checkbox"/> Pre-Cast Concrete	<input type="checkbox"/> On Frame	<input type="checkbox"/> Off Frame
<b>Square Footage</b>	1 <sup>st</sup> floor sq. ft. _____		2 <sup>nd</sup> floor sq. ft. _____		Total sq. ft. _____	
<b>Foundation</b>	<input type="checkbox"/> Crawl space	<input type="checkbox"/> Basement	<input type="checkbox"/> Unfinished	<input type="checkbox"/> Finished.	Total Sq. ft. _____	
<b>Walls</b>	<input type="checkbox"/> Wood Frame	<input type="checkbox"/> Steel	<input type="checkbox"/> CMU	<input type="checkbox"/> Concrete	<input type="checkbox"/> Log	<input type="checkbox"/> Other
<b>Exterior</b>	<input type="checkbox"/> Brick	<input type="checkbox"/> Wood	<input type="checkbox"/> Vinyl	<input type="checkbox"/> EIFS	<input type="checkbox"/> Stone	<input type="checkbox"/> Other
<b>Roof</b>	<input type="checkbox"/> Shingle		<input type="checkbox"/> Metal		<input type="checkbox"/> Other	

**Water:**  Private  Public    **Sewer:**  Private  Public    **Health Permit No:** \_\_\_\_\_  
**No. of Bedrooms** \_\_\_\_\_    **No. of Baths** \_\_\_\_\_    **Stories** \_\_\_\_\_

<b>Garage</b>	<input type="checkbox"/> Detached	<input type="checkbox"/> Attached	Length		Width		Sq. ft.	
<b>Porch</b>	<input type="checkbox"/> Front	<input type="checkbox"/> Rear	Length		Width		Sq. ft.	
<b>Deck</b>	<input type="checkbox"/> Front	<input type="checkbox"/> Rear	Length		Width		Sq. ft.	
<b>Ramp</b>	<input type="checkbox"/> Front	<input type="checkbox"/> Rear	Length		Width		Sq. ft.	
<b>Shed</b>	<input type="checkbox"/> Framed	<input type="checkbox"/> Pre-Manufactured	Length		Width		Sq. ft.	
<b>Carport</b>	<input type="checkbox"/> Framed	<input type="checkbox"/> Pre-Manufactured	Length		Width		Sq. ft.	

<b>Electrical</b>	Amps _____	<input type="checkbox"/> DOM <input type="checkbox"/> NNEC	<input type="checkbox"/> New	<input type="checkbox"/> Existing	<input type="checkbox"/> Upgrade	<input type="checkbox"/> Temporary
<b>Mechanical</b>	Type Heat _____	Fuel Type _____		<input type="checkbox"/> Replacement	<input type="checkbox"/> Hood	
<b>Fireplace</b>	<input type="checkbox"/> Wood	<input type="checkbox"/> Electric	<input type="checkbox"/> Gas Logs	<input type="checkbox"/> Wood Stove	<input type="checkbox"/> Chimney	<input type="checkbox"/> Flue
<b>Plumbing</b>	Full Bath # _____		Half Bath# _____		<input type="checkbox"/> Replace well	<input type="checkbox"/> Repairs
<b>Water Heater</b>	<input type="checkbox"/> Gas	<input type="checkbox"/> Electric	<input type="checkbox"/> Solar	<input type="checkbox"/> Other	<input type="checkbox"/> Replacement	
<b>Tank / Gas lines</b>	<input type="checkbox"/> New	<input type="checkbox"/> Replacement	<input type="checkbox"/> Above ground	<input type="checkbox"/> Underground		
<b>Generator</b>	Type _____	Fuel Source _____		<input type="checkbox"/> Permanent	<input type="checkbox"/> Portable	

<b>Sign</b>	<input type="checkbox"/> Freestanding	<input type="checkbox"/> Attached to Bldg.	<input type="checkbox"/> Illuminated	<input type="checkbox"/> Non-Illuminated	Size _____
<b>Tent</b>	Size _____	Occupant Load _____		<input type="checkbox"/> Cooking	

Estimated Cost of Work to be Performed \$ \_\_\_\_\_ Total Sq. Ft. \_\_\_\_\_

Mechanic Lien Agent \_\_\_\_\_  
 Name \_\_\_\_\_ Telephone No. \_\_\_\_\_  
 Not Designated \_\_\_\_\_  
 Mailing Address \_\_\_\_\_

Contractor Information	Attach copies of all VA Contractors License and Tradesman License	Phone Number
General Contractor		
Electrical Contractor		
Mech/HVAC Contractor		
Plumbing Contractor		
LP Tank/Line Contractor		

I certify that all licenses and certifications required by the State of Virginia and King George County are current at the time of application. Please notify this office immediately of any changes to the above-noted subcontractors.

\_\_\_\_\_

**Print Name** \_\_\_\_\_ **Contractor Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**OFFICE USE:** FEMA MAP PANEL: \_\_\_\_\_ FLOOD ZONE: \_\_\_\_\_  
 HYDRALOGIC FLOOD ZONE: \_\_\_\_\_

**Applicant Certification**

I hereby certify that I have the authority to make the foregoing application and that the information given is correct. I shall conform to the Zoning Ordinance, Building Codes, Erosion Ordinance, Chesapeake Bay Preservation Ordinance and the Water and Sewer Specifications of King George County. NOTICE: Permits must be displayed on the premises so that it is visible from public right of way. The permits are void if construction is not started within six (6) months of permit issuance. **Revocation of Permit:** The code official may revoke a permit or approval issued under the provisions of the USBC in case of any false statement, misrepresentation of fact or incorrect information supplied by the applicant in the application or construction documents on which the permit or approval was based.

\_\_\_\_\_

Please Print name \_\_\_\_\_ Owner or Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Office Use:

Zoning Review Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Building Review Approval: \_\_\_\_\_ Date: \_\_\_\_\_



# King George County, Virginia

## Owner / Builder Affidavit

Section 54.0-1111. Prerequisites to obtaining building permit – Any person applying to the building inspector or any other authority of a city, county or town in this Commonwealth, charged with the duty of issuing building or other permits for the construction of any building, highway, sewer, or structure, or any removal, grading or 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 registered under the terms of this chapter to carry out superintend the same, or (ii) file a written statement, supported by an affidavit, that he is not subject to licensure or registration as a contractor or subcontractor pursuant to this chapter. The applicant shall also furnish satisfactory proof that the taxes or license required by any city, county, or town have been paid so as to be qualified to bid upon or contract for the work for which the permit has been 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 evidence of being either exempt from the provisions of this chapter or licensed or registered under this chapter to carry out or superintend the work for which such permits have been applied.

The building inspector, or other such authority, violation the terms of this section shall be guilty of Class 3 misdemeanor. (Code 1950, Section 54-138; 1970, c. 319; 1980, c. 634; 1988, c. 765.)

Cross reference- As to punishment for Class 3 misdemeanors, see Section 18.2-11.

### AFFIDAVIT

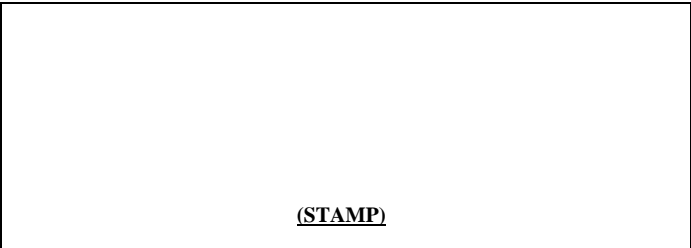
I, \_\_\_\_\_, of \_\_\_\_\_ affirm that I am the owner of a certain tract or parcel of land located at \_\_\_\_\_ and that I have applied for a building permit. I affirm that I am familiar with the prerequisites of Section 54.0-1111 of the Code of Virginia and I am not subject to licensure as a contractor or subcontractor.

\_\_\_\_\_  
Affiant

Signed and acknowledged before me by \_\_\_\_\_  
in the County of King George, Virginia, this \_\_\_\_\_ day of \_\_\_\_\_,

My Commission expires: \_\_\_\_\_

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





# King George County, Virginia



## Tradesman Affidavit

I, \_\_\_\_\_ am installing Electrical/Plumbing/Mechanical/Gas  
at \_\_\_\_\_. I have all Licenses and Certifications required by  
the State of Virginia and County of King George. Below are copies of my applicable licenses and  
Certifications.

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Signature

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Date

**(Attach a copy of Virginia License and Tradesman Certification Card)**