Permit #
Date Received:

# APPLICATION FOR ZONING/BUILDING PERMIT – GLOUCESTER COUNTY, VA

I. Name of Applicant (Note: Must be INDIVIDUAL) ***(please print ):***_____

Company Name: _____

Applicant Mailing Address (include city, state, zip): _____

Phone Numbers Home: _____Business: _____Cell:_____

II. Name of Property Owner(s): _____

Mailing Address _____

Phone Numbers Home: _____Business:_____Cell:_____

III. Property Information:

Street Address *(E911):* _____

Recorded Subdivision Name or Legal Description of Property: _____

RPC: _____Tax Map # _____

IV. Describe the current use of the property: _____

V. List the type of project being applied for (please give description of proposed work): _____

_____

Number of dwelling units proposed: _____ Number of stories: _____ Building height in feet: _____ Square footage: _____

Estimated cost upon completion: $_____ # of Bedrooms _____ Temporary service needed? yes no

VI. Attach plans drawn to scale showing the following:

-The dimensions and shape of parcel(s) to be built upon.
-Existing primary and accessory buildings
-Proposed new structures, accessory buildings or alterations thereto showing front, rear and side yard setback lines.

***Note: Plans (surveys) for principal buildings are required to bear the seal of a licensed architect, engineer, or surveyor***

VII. Contractor _____

Address _____

Phone: _____ State License # _____ Expiration Date _____

Contractor's Cost Upon Completion: $ _____

VIII. Mechanic's Lien Agent: _____ None designated

Address: _____ Telephone No. _____

IX. **IF APPLYING FOR MANUFACTURED (MOBILE) HOME ONLY**: New____ Replacement ____Relocate; if so, from where_____

Description of Manufactured Home: single wide ____ double wide ____ triple wide ____ width _____ x length _____

Cost when purchased: $ _____ Make _____ Model _____ Year _____ # of Bedrooms _____

Are you in the military? yes no Was this purchased from a Gloucester resident? yes no

**I hereby certify that the foregoing information and attachments are true and accurate to the best of my knowledge**
**(owners please sign property owners' affidavit on page 2)**

_____
Applicant's Signature/Date

RETURN TO: Codes Compliance/Building Inspection P. O. Box 329, Gloucester, VA 23061 6582 Main Street
Telephone: Building Inspection: (804) 693-2744 Codes Compliance (Zoning): (804) 693-4040/4041
Zoning Application Fee: **$35.00**; Make check payable to *Gloucester County;* Payment is required with application and is NOT REFUNDABLE
Building Permit Fees will be calculated at time of issuance

PROPERTY OWNERS' AFFIDAVIT

I, _____,

of (address) _____ 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 54.1-1111 of the Code of Virginia and I am not subject to licensure as a contractor or subcontractor.

_____ (Affiant signature)

*Signed and acknowledged in the county of Gloucester, VA, on the _____ day of _____, 20_____, in the presence of the undersigned witness.*

_____ *(Witness)*

* * *

**<u>To be signed only if property is located in a flood zone:</u>**

Federal law requires that a flood insurance policy be obtained as a condition of a federally backed mortgage or loan that is secured by the building. Flood insurance is available in Gloucester County.

_____ A determination of the building's exact location cannot be made on the FIRM. A copy of the FIRM is attached for your information.

NOTE: This determination is based on the Flood Insurance Rate Map for the County. This letter does not imply that the referenced property will or will not be free from flooding or damage. A property not in a Special Flood Hazard Area may be damaged by a flood greater than that predicted on the FIRM or from a local drainage problem not shown on the map. This letter does not create liability on the part of the County, or any officer or employee thereof, for any damage that results from reliance on this determination.

_____

LANDOWNER/APPLICANT

*(If issued an elevation certificate:)*

Codes Compliance staff has explained the requirements in Chapter 8.5 of the Gloucester County Code entitled "Floodplain Management" to me. I understand that it is my responsibility to have the elevation certificate issued to me completed and signed by a certified engineer or certified land surveyor and returned to the Building Official's office prior to the final inspection and certificate of occupancy for a mobile home, or prior to the floor joist inspection on a site built home, or after the slab/foundation inspection of a garage, but prior to any rough-in or framing inspections.

_____

APPLICANT'S SIGNATURE

* * *

**MANUFACTURED HOMES**:

Virginia Uniform Statewide Building Code (USBC) 419.2.2 Skirting. Manufactured homes installed or relocated shall have skirting installed within 60 days of occupancy of the home. As used in this section, "skirting" means a weather-resistant material used to enclose the space from the bottom of the manufactured home to grade.

Applicant/Owner:_____ Date: _____