

ELEC./SIGN/PV PERMIT APPLICATION



Department of Building and Zoning
 P.O. Box 618 Norton, VA 24273
 Phone- 276-679-1160
 Fax- 276-679-3510



OFFICE USE ONLY	ELECTRICAL PERMIT #:
	SIGN PERMIT #:
	ASSOCIATED PERMIT #:

WORK DESCRIPTION	What type of work is to be performed (select one): <input type="checkbox"/> RESIDENTIAL <input type="checkbox"/> COMMERCIAL		
	What type of property improvement will be made (please describe):		
ID	CONTRACTOR NAME:		CONTRACTOR ID #:
CONTACT	PRIMARY CONTACT PERSON:		CONTACT'S PHONE #:
CONTACT'S E-MAIL ADDRESS (IF YOU WOULD LIKE FOR US TO CONTACT YOU BY EMAIL):			
OWNER	PROPERTY OWNER NAME (FIRST NAME, LAST NAME OR COMPANY NAME):		OWNER PHONE #:
PROPERTY OWNER MAILING ADDRESS (SKIP, IF MAILING ADDRESS IS SAME AS JOB LOCATION):			
JOB INFORMATION	ADDRESS/LOCATION OF WORK TO BE PERFORMED (STREET #or STREET NAME):		SECTION:
		LOT:	
IF APPLICABLE, WHAT IS THE SHOPPING CENTER NAME OR BUILDING NAME OR TENANT NAME?			
ELEC.	WHAT IS THE ESTIMATED COST OF ELECTRICAL WORK ONLY (materials and labor)? Do not include the cost of structural, plumbing, mechanical or other auxiliary work in this estimate.		EST. COST OF WORK:
			\$

SIGNS	WHAT IS THE ESTIMATED COST OF STRUCTURAL WORK ONLY (materials and labor)? Do not include the cost of electrical or other auxiliary work.		EST. COST OF WORK: \$
	Please select type of sign: <input type="checkbox"/> TEMPORARY <input type="checkbox"/> PERMANENT		
	WHO IS MANUFACTURING THE SIGN?		WHO IS INSTALLING THE SIGN?
	SITE SKETCH SHOWING BUILDING FOOTPRINT AND THE FOLLOWING:		SIGN ELEVATION PLANS SHOWING THE FOLLOWING:
	<i>For building mounted signs:</i>		<i>For all signs:</i>
	Location on Building. Show if any existing signs are to be removed		Elevations showing sign.
	Dimensions of Building or Tenant Space.		Height/Width
	<i>For freestanding signs:</i>		Color information
	Proposed and existing sign locations. Note if any signs are to be removed.		Materials used
	Setback dimensions from Right of Way.		Illumination information
Landscaping, (if any is proposed).		For building mounted signs, show type of anchoring	
Setback dimensions.		For Freestanding signs, show footing/foundation details	
APPLICANT	APPLICANT NAME (PLEASE PRINT):		
	REPRESENTING (NAME OF COMPANY):		
	APPLICANT SIGNATURE:		DATE:
CONTRACTOR EXEMPTION	COMPLETE THIS SECTION IF YOU ARE EXEMPT FROM BEING A CONTRACTOR		
	Contractor Exemptions-These are common exemptions from being a licensed contractor pursuant to Code of Virginia §54.1-1101: owner or lessee performing work on a commercial building for his or her own use; owner or lessee performing work on not more than one residential building for his or her own use during any 24-month period; students perform work as part of a technical education project for the construction of portable classrooms or single family homes; governmental agencies performing work with its own forces.		
	I submit this statement to be true under penalty of perjury that I am not subject to licensure or certification as a contractor or subcontractor pursuant to chapter 11 of title 54.1 of the Code of Virginia, for the work described on this permit application.		
	SIGNATURE:		DATE: PLEASE PRINT NAME LEGIBLY:
OFFICE USE ONLY	ELECTRICAL PERMIT FEE:		STATE LEVY ELECTRICAL:
	SIGN PERMIT FEE:		STATE LEVY SIGN:
	TOTAL PERMIT FEE:		
	COMMENTS:		