

**APPLICATION FOR PERMIT TO BUILDING INSPECTIONS**

**GREENE COUNTY, VIRGINIA**

434-985-5204 (BLDG) 434-985-5282 (ZONING) 434-985-1459 (FAX) EMAIL: inspections@gcva.us

P.O. BOX 358, STANARDSVILLE, VA 22973 (40 Celt Rd. Room 226)

www.greencountyva.gov

PERMIT NUMBER: \_\_\_\_\_

PERMIT TYPE: \_\_\_\_\_

**COMMERCIAL PERMIT APPLICATION**

<b>1. Applicant/Tenant:</b> (Name /Company)	
Mailing Address	
Phone Numbers:	
Email Address:	

(Revised 2/9/2022)

**2. Property Identification/Property Owner Information:**

**Check one:** Water Source: Public Well Sewer Source: Public Sewer Private Septic

Current Property Owner's Name (as listed on Tax Records)	Tax Map Parcel #: Acreage:
*Site Property Street Address:	Subdivision Name: Subdivision Lot #:
*(Note: New Res/Commercial Buildings: Address will be assigned during staff review)	Estimated Date of Purchase/Lease:

**3. Improvement Information:**

**Check Box:**

Description/Explanation of Improvement: Square Footage of Improvement: _____ Total Finished Square Footage: _____ Detailed Description of work:	New Commercial Building	Plumbing Only
	Addition To Commercial Building	Mechanical Only
	Remodel Commercial/Tenant Up-fit	Electrical Only
	Generator/Solar: # Panels ____	Hood Suppression
	Garage/Shed/Accessory Building	Sprinkler (#heads)
	Commercial Pool (In-ground)	Alarm
	Other (Please Explain)	Propane/Lines
Apartments/Townhouses # Units ____	OTHER: _____	
Estimated Value of Project: \$	Is owner acting as contractor?	Yes or NO

**4. New Project/Improvement Information**

Dimensions:	Compute Total Finished Square Ft:	Compute Total Unfinished Sq. Ft.:	Number of Stories: _____ Building Height: _____
Heat Type:	Elec Amp Service:	Elevators: Yes or No	Sprinkler Heads # _____
# Dwelling Units:	# Bedrooms:	Hood Suppression: Yes No	Alarm System: Yes or No
Tower/Antennas:	# Solar Panels:	Propane: Yes or No	

**5. Contractors:**

**(All Contractors must apply for a Greene Co Business License. Call 434-985-5211)**

	COMPLETE MAILING ADDRESS	PHONE #	VA STATE LIC #/CLASS	EXPIRATION
General Building Contractor:				
Electrical Contractor:				
Plumbing Contractor:				
Mechanical Contractor:				
Other Contractors:				

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**Affidavit for Applying for Permit – Please Read**

**If you are a tenant of a commercial site, please attach a copy of your lease or agreement.**

I affirm that I am the owner/agent of a certain tract above located in Greene County and that I have applied for a permit to erect a structure on said land and/or repair/improve structure on said land. I certify that I have the consensus/approval of all property owners to apply for this permit. This permit becomes null and void if work or construction authorized is not commenced within 6 months, or if construction or work is suspended or abandoned for a period of 6 months at any time after work is commenced. It is my responsibility to insure adherence to all zoning, building and erosion/sediment control regulations applicable in this jurisdiction. I understand that state law prohibits illegal contracting. All contractors need a state and county license.

Signature of Owner/Authorized Agent \_\_\_\_\_

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

Print Name: \_\_\_\_\_

**BELOW FOR OFFICE USE ONLY:**

Zoning Type:	Zoning Notes:	<b>E&amp;S Approval Signature:</b>
<b>Zoning Adm. Signature:</b>		Approval Date:
Approval Date:		E&S Notes:
<b>Building Official Signature:</b>	Notes:	
Approval Date:	Plan File Number:	Code Reviewed Under Code:
Commercial Occupant Load:	Construction Type:	Use Group:

**Fees/Charges/Payments:**

**Account # for Treasurer**

**OFFICE NOTES/INTAKE NOTES:**

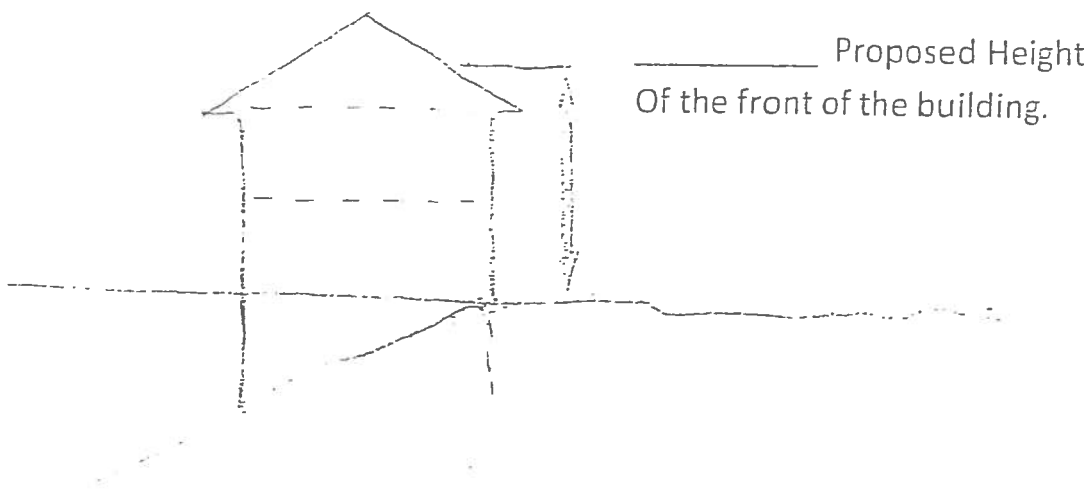
<b>Accessory Use/Other</b>	\$	DECK/STORAGE/ OTHER
<b>Building</b>	\$	
<b>Unfinished Areas</b>	\$	
<b>Electrical</b>	\$	
<b>Plumbing</b>	\$	
<b>Mechanical /Gas</b>	\$	
<b>Subtotal</b>	\$	<b>3-100-013030-0008</b>
<b>2.0% State Surcharge</b>	\$	<b>3-100-013030-0033</b>
<b>Zoning Review</b>	\$	<b>3-100-013030-0006</b>
<b>Assign Address</b>	\$	<b>3-100-013030-0006</b>
<b>Septic Review Fee</b>	\$	<b>3-100-013030-0018</b>
<b>Erosion Fee (E&amp;S)</b>	\$	<b>3-100-013030-0032</b>
<b>S W M Fee</b>	\$	<b>3-100-013030-0035</b>
<b>Proffer Payment</b>	\$	<b>3-100-013030-0019</b>
<b>TOTAL DUE</b>		

<u>DATE PAID</u>	<u>RECEIPT #</u>	<u>CHECK</u>	<u>CASH</u>	<u>CARD</u>	<u>STAFF</u>	<u>PAYEE NAME:</u>

## BUILDING HEIGHTS -

The height shall be measured from the average elevation of the ground surface along the front of the building on a lot.

Please indicate the height on the proposed structure of the drawing below:



Height Regulations:

Zoning District:                      Height (feet)

R-1, B-1, B-2 and B-3	35
A-1, C-1, and R-2	40
M-1	50
M-2	60
SR	50 average height to ensure community
PUD	unrestricted

# COMMERCIAL PERMITS CHECK LIST

**If this is new construction, you must submit a Site Plan and Erosion and Sediment/Stormwater Management Plan for review to the Planning Dept/E&S Dept. Building Permits will NOT be issued until Site Plan Approval. You may also need a Zoning Certification Approval.**

- Complete Application: All areas of the permit application need to be completed. Permits are paid for upon submittal. Please call our office for a price quote if you plan to mail in or submit on-line.  
You can request for a preliminary plan review for commercial buildings by completing the application and paying the preliminary review fees.  
Apartments/Townhouses call our office for assistance.
- Contractor's Information: A copy of contractor's state license must be submitted.  
A copy of all subcontractors with a copy of their state license must be submitted.  
  
A copy of contractor's Greene County business license (434-985-5211) must be submitted.
- Building Plans: Two sets of plans showing structural components and floor plan layouts. All commercial construction must be designed by an architect or engineer. Due to storage issues, we prefer 11x17 or smaller plans if possible. We do not do electronic plan review.
- Site Sketch: The Site Plan application must be submitted to the Planning Department. Zoning inspections will be done, therefore all property lines and corners must be clearly marked on site prior to calling for footing inspection.
- Private Well/Septic: You must apply to the Health Department for permits. A copy of the approved permit must be submitted with the building permit application. Contact the Health Department at 434-985-2262.
- Public Water  
Public Sewer: Water/Sewer services located must be purchased thru the County Administration Office (434-985-5201). The tax map number must be given at the time of purchase. Verification of this purchase/transfer of EDU or lot assignment form must be submitted with the permit application. You will also need to obtain a letter from Rapidan Service Authority (434-985-7811) stating that they will provide these services to the lot. This letter needs to be submitted with your permit application no matter where your property is located if it is served by RSA public water/sewer.
- Erosion and Sediment Control: E&S SWM will be addressed during Site Plan process. 434-985-5206

<https://pay.paygov.us/EndUser/PaymentAgency.aspx?tid=20714>

**Your application will NOT be accepted for review if the above requirements are not submitted with the application packet. Payment is due at the time of submittal by cash/check or credit card.**