

**COUNTY OF POWHATAN**  
Building Inspections Department  
3834 Old Buckingham Road, Suite F  
Powhatan, VA. 23139  
**(804) 598-5622-Phone (804) 598-5877-Fax**  
www.powhatanva.gov

**RESIDENTIAL**  
**ELECTRICAL, MECHANICAL, and PLUMBING**  
**Permit Application**

This abbreviated application may be used to obtain the above permits when a Building Permit has already been issued. Provide permit number, owner's name, location of work and all other applicable information.

PERMIT NUMBER: \_\_\_\_\_ DATE OF APPLICATION: \_\_\_\_\_ RECEIVED BY: \_\_\_\_\_

OWNER NAME: \_\_\_\_\_  
Last name First name Middle initial

SITE ADDRESS: \_\_\_\_\_

EMAIL: \_\_\_\_\_

ZIP: \_\_\_\_\_ PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

ELECTRIC SERVICE: (Check one) [ ] Southside Electric Co-Op [ ] Dominion Power; Inquiry Number: \_\_\_\_\_

WATER: (Check one) [ ] Public [ ] Private Well SEWAGE: (Check one) [ ] Public [ ] Private Septic

CHECK ONE [ ] NEW INSTALLATION [ ] REPAIR [ ] ALTERATION and/or EXTEND EXISTING SYSTEM

NATURE OF WORK: \_\_\_\_\_

COMMERCIAL Y/N: \_\_\_\_\_ DESCRIBE: \_\_\_\_\_

**Note: Asbestos and Demolition Certification Form is required to be submitted with permit applications for all commercial repair, alteration, or demolition work.**

CONTRACTOR: \_\_\_\_\_ STATE LICENSE NO. \_\_\_\_\_  
Last name, First name Middle initial

TRADING AS: \_\_\_\_\_ CLASS: \_\_\_\_\_ EXPIRATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ SPECIALTY CLASSIFICATION(S): \_\_\_\_\_

PHONE: \_\_\_\_\_

BUSINESS LICENSE: \_\_\_\_\_ ISSUED BY: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_

**Note: Furnish copies of State Contractor license and Local Business license (even if licensed in another jurisdiction).** County of Powhatan business license is required when the total amount of transactions in Powhatan exceed \$25,000 in a calendar year. Businesses within Powhatan are required to hold a current Powhatan business license when gross receipts are \$3,000 or more in a calendar year, regardless of where work is being conducted. Contact County of Powhatan Commissioner of the Revenue for business license information, (804) 598-5619. (Update required for changes of address or status and upon license renewal. Notify Virginia Board for Contractors within 10 days upon change of address.)

**NOTE:** If the permit applicant does **not** hold a Contractor's license issued by the Virginia Department of Professional and Occupational Regulation, submit a notarized Affidavit of Exemption from Contractor Licensing.

*Continued on next page*

**CHECK EACH PERMIT TYPE FOR WHICH APPLICATION IS MADE AND PROVIDE REQUESTED INFORMATION**

**ELECTRICAL PERMIT** Contract Value: \$ \_\_\_\_\_

#Panels .....	_____	#Circuit .....	_____	Service Ampacity .....	_____
#Receptacles .....	_____	#Switches .....	_____	#Fixtures .....	_____
#Clothes Dryer .....	_____	#Elec Range/Oven .....	_____	Base Board Heat Y/N .....	_____
Water Heater Y/N .....	_____	Heat Pump Y/N .....	_____	Available Fault Current .....	_____
Service Ent Conductor Size .....	_____	Aluminum or Copper .....	_____	(Obtain from power company)	
Change of service Y/N ...	_____				

Other Work (Specify): \_\_\_\_\_

**MECHANICAL/HVAC** Contract Value: \$ \_\_\_\_\_

Type of Equipment to be installed \_\_\_\_\_  
 Fuel Type (Gas, Electric, Oil, Solar, Wood) \_\_\_\_\_ BTU Rating \_\_\_\_\_  
 Location (Attic, Crawlspace, Garage, etc) \_\_\_\_\_  
 Duct Material (Rigid metal, Fiberglass, Flexible) \_\_\_\_\_  
 Wood Stove Y/N \_\_\_\_\_ Listed & Labeled Y/N \_\_\_\_\_  
 Installation of Gas Piping Y/N \_\_\_\_\_

Other Work (Specify): \_\_\_\_\_

**PLUMBING PERMIT** Contract Value: \$ \_\_\_\_\_

#Water Closets .....	_____	#Bath Tubs .....	_____	#Showers .....	_____
#Basins .....	_____	#Kitchen Sinks .....	_____	#Laundry Sinks .....	_____
#Clothes Washer .....	_____	#Dishwashers .....	_____	#Mop Sinks .....	_____
#Water Heaters .....	_____	#Floor Drains .....	_____	#Hose Bibs .....	_____
Boiler Y/N .....	_____				

Other Work (Specify): \_\_\_\_\_

**PERMIT FEES:**

Refer to the separate FEES SCHEDULE document for complete list of fees. All fees plus state levy are to be paid upon application for a permit. *Only cash or check are acceptable payment methods.*

The Commonwealth of Virginia requires every jurisdiction to collect a 2% fee levy on each permit issued. This amount is added to the permit fee collected by the county at the time of application for a permit (i.e., \$50 permit fee + \$1.00 levy = \$50.00 total).

**By signing this application the applicant acknowledges responsibility for the above matters.**

**I certify that I am legally authorized to make this application. I also certify that all construction will be executed in accordance with the applicable provisions of the Virginia Uniform Statewide Building Code and the Ordinances of Powhatan County. No portion of the work executed under this permit will be used or occupied until a Final Inspection and/or Certificate of Occupancy is granted.**

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

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

Applicant is  Building Owner  Owner's Agent  Contractor/Contractor's Agent