



City of Follansbee

Building Permit Application

Applicant Name		
Applicant Phone Number		
Applicant E-mail		
Street Address (Location of Work)		
Tax Map and Parcel (For new construction)	Tax Map:	Parcel:
Property Owners Name (If not the same as Applicant)		
Property Owners Address (If not the Same as Applicant)		
If a rental property, the property owner must provide written permission for the work being done if the property owner is not submitting the application.		

<u>Proposed Use</u>	<u>Residential Type of Project</u>	<u>Commercial Type of Project</u>
<input type="checkbox"/> Residential – Single Family <input type="checkbox"/> Residential – Multi Family <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Other:	<input type="checkbox"/> New Construction <input type="checkbox"/> Addition <input type="checkbox"/> Repair/Remodel <input type="checkbox"/> Accessory Structure (Fence, Shed, Retailing wall, Pool, or Detached Garage) <input type="checkbox"/> Grade/Fill <input type="checkbox"/> Other:	<input type="checkbox"/> New Construction <input type="checkbox"/> Addition <input type="checkbox"/> Business <input type="checkbox"/> Repair/Remodel <input type="checkbox"/> Accessory Structure (Fence, Shed, or Retailing Wall) <input type="checkbox"/> Grade/Fill <input type="checkbox"/> Relocating Business <input type="checkbox"/> Other:

<u>Brief Description of Work being done</u>

Applications for permits shall be accompanied by:

All Permits:

1. Site plan with dimensions, unless replacing existing (same size, same location).
2. Copy of county, state, and federal permits, if applicable.
3. Traffic Study for any construction project over 1,000,000.00

New Construction Permits:

1. Three copies and 1 digital file of stamped and signed plans by a professional West Virginia Engineer and/or architect. Must include architectural, electrical, plumbing HVAC, Stormwater, and anything else that will apply.
2. WV DOT Access Permit if access onto a state roadway.
3. WV NPDES General permit, associated with construction activity if land disturbance is over three (3) acres, If land disturbance is under three (3) acres a Sediment control plan is required.

ICC (International Code Council): The State of West Virginia has passed the ICC, and you are required by state law to be in compliance with the ICC and all of its construction standards.

Asbestos/Lead Abatement and Removal Statement: As owner or Authorized agent of the owner, I understand that the State of West Virginia has laws regulating the inspection and abatement of asbestos and lead containing material, and that I am responsible for the abatement of such material prior to remodeling, demolition, or the removal of roofing materials per state laws.

Breakdown on Project Cost

Labor \$	Materials \$
Excavation \$	Machinery \$
Other \$	Total Cost \$

General Information

Project Start Date:	Project Completion Date:
Site Plan Attached <input type="checkbox"/> Yes <input type="checkbox"/> No	Is Asbestos Present? <input type="checkbox"/> Yes <input type="checkbox"/> No
Is it located in the floodplain? <input type="checkbox"/> Yes <input type="checkbox"/> No	Is lead Present? <input type="checkbox"/> Yes <input type="checkbox"/> No
Copies of all required permits? <input type="checkbox"/> Yes <input type="checkbox"/> No	Stamp WV Engineered Plans included? <input type="checkbox"/> Yes <input type="checkbox"/> No

****Applications will not be processed if incomplete.**

****All permits for county, state, and/or federal that are required must be submitted prior to approval from the City Manager and/or City of Follansbee.**

****Construction cannot begin until all requirements and permits are approved.**

Contractor Information

Homeowner	<input type="checkbox"/> Check here if the homeowner is doing the work.
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Contractors must be licensed in West Virginia and have their City License.			
Contractors Information	Contractors Business Name	WV License Number	City License Number
General Contractor			
Excavation			
Concrete			
Carpentry			
Electric			
Plumbing			
Sewer			
Mechanical			
Roofing			
Masonry			
Drywall/Lathing			
Other:			
Other:			
Other:			
Other:			
Other:			

*****Work being done by the contractor is only limited to what is approved by their State License*****

*****Before digging or otherwise disturbing the earth, call 1-800-245-4848 to notify any buried facility owners, a free service. "It's the law in West Virginia" *****

NOTICE:

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. Granting of a permit does not presume to give authority to violate or cancel the provisions of any other federal, state, or local law regulating construction or the performance of construction. Upon approval, this permit is valid for one (1) year from issuance date. Construction must begin within two (2) months.

Signature of Applicant/Owner or Contractor:	Date
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Return To	In person	Payment	Phone Number
Mail in: City of Follansbee Planning Director P.O. Box 606 Follansbee, WV 26037	872 Main Street Follansbee, WV 26037	Checks Payable: City of Follansbee Credit/Debit Cards Cash (if paying inside the city building)	304-527-1330

Fees		
Building Permit Fees Residential	<u>Cost of Project</u> \$0 to \$999.00 Above \$999.00	<u>Building Permit Cost</u> \$25.00 \$25.00 Plus \$5.00 per \$1,000
Building Permits for Commercial and Industrial	<u>Cost of Project</u> \$0 to \$4,999.00 Above \$4,999.00	<u>Building Permit Cost</u> \$50.00 \$50.00 Plus \$5.00 per \$1,000

Office Use Only	
Date Paid: _____ Amount: \$ _____ <input type="checkbox"/> Cash <input type="checkbox"/> Check # _____ <input type="checkbox"/> Debit/Credit	Application Number: _____ Building Permit Number: _____
<u>E-mail Sent</u> <input type="checkbox"/> Sanitary <input type="checkbox"/> Water <input type="checkbox"/> Public Works	<u>Approvals</u> <input type="checkbox"/> Planning Director <input type="checkbox"/> Sanitary <input type="checkbox"/> Water <input type="checkbox"/> Public Works
<u>County, State, and or Federal Permits Reviews Received</u>	
<input type="checkbox"/> Health Department Review <input type="checkbox"/> DHHR <input type="checkbox"/> Other <input type="checkbox"/> State Fire Marshal Review <input type="checkbox"/> WV DOT <input type="checkbox"/> DEP Permit	
<u>Authorization</u>	
_____ City Manager	_____ Date
_____ Council Decision	_____ Date

Site Plan

Draw Below: the primary structure, the new construction being done (accessory structure, addition, garage, ect.), and show the **setbacks from all directions from the new construction to property lines**. *If building a garage, you must also show width of driveway and setbacks to the side property lines.

(Rear Property Line)

(Side Property Line)

(Side Property Line)

(Front Property Line)

Primary Access Road

Provide the Following Information:

Size of New Construction: _____
Height of New Construction: _____ FT.