



BUILDING PERMIT APPLICATION

City of Hopewell

Division of Code Enforcement

300 N Main St., Hopewell, VA 23860

(804) 541-2226 Fax (804) 541-2318

I understand with submittal of this application that all work and materials used in this installation shall conform strictly to the City of Hopewell ordinances and the Virginia Uniform Statewide Building Code. I understand that this permit will expire if work is not commenced within six (6) months from the date of issuance. This office requires submittal of plans and specifications on all installations. Where applicable, **two (2)** sets of plans and/or specifications must accompany this application. This office will retain one (1) set of plans. Separate permits are required for Electrical, Plumbing, Fire Alarm, Sprinkler System, Mechanical Systems and Sewer work if applicable.

Project Description: (Describe work)

Address of Work: _____
(Location) _____

Owner Information:

Name: _____
Address: _____
City: _____ State: _____ Zip: _____

Class of Work (check one): New ___ Alteration ___
Building Use (check one): Residential ___ Commercial ___
Industrial ___ Other ___

Daytime Phone: (____) ____ - ____ Cell: (____) ____ - ____

Email: _____

Contact Person: _____

Contractor Information:

Contractor: _____
Address: _____
City: _____ State: _____ Zip: _____

Email: _____

State License: _____ Expires: _____

City License: _____

Business Phone: (____) ____ - ____ Cell: (____) ____ - ____

Contact Person: _____

Mechanics Lien Agent: _____

Address: _____ City: _____ State: _____ Zip: _____

Estimated Cost (Labor and Materials): \$ _____ Minimum Permit Fee: \$25.00 (RESIDENTIAL), plus \$0.22 per square foot, plus current State Surcharge; Minimum Permit Fee \$100.00 (COMMERCIAL), plus 1% of labor and materials, plus current State Surcharge.

Building Description & Information

Floor Area: _____ Ft ²	Occupant Load: _____	Flood Plain: Yes ___ No ___
Stories: _____	Fire Suppression: Yes ___ No ___	Corner Lot: Yes ___ No ___
Height: _____ Ft	Basement: Yes ___ No ___	Land Disturbance: Yes ___ No ___
Occupancy Classification: _____	Heating/Cooling: Yes ___ No ___	Other Review: Yes ___ No ___
Type of Construction: _____	Health Department: Yes ___ No ___	Tax Abatement Rehab: Yes ___ No ___

I understand that this is an application for a Building Permit and that work may not begin until the official permit has been issued. I certify that all sections of the street(s) abutting are open & paved.

I understand that all work and materials used in this installation shall conform strictly to **2012** Virginia USBC.

Signature of Applicant: _____ Date: _____

Official Use Only			
Permit # _____	Permit Fees \$ _____	Check # _____	Cash ___ CC ___
Sub/Parcel # _____	Lot / Block _____	Zoning _____	Enterprise Zone: YES ___ NO ___
Zoning Official Approval: _____	Date: _____	(Circle)	
Building Official Approval: _____	Date: _____		
Rehab Application Received and Certified (if applicable): _____	Date: _____		
NEW ADDRESS (if applicable): _____			