



Town of Poca

100 Main Street
 P.O. Box 586
 Poca, West Virginia 25159
 304-755-5482

"Friendliness Our Motto, Progress our Goal"

RESIDENTIAL BUILDING PERMIT

For construction activity with the Town of Poca

REQUEST FOR A PERMIT TO DO REPAIRS, REMODELING, NEW CONSTRUCTION OR DEMOLITION

APPLICANT INFORMATION

Property Owner Name:		Phone #:	
Property Owner Address:		Cell #:	
City, State, Zip:		E-Mail Address:	
Contractor or Representative Name:		Phone #:	
Contractor Address:		Cell #:	
City, State, Zip:		E-Mail Address:	

PROJECT INFORMATION

Project location:		Estimated Starting Date:	
Putnam County Tax Map and Parcel No. (From Tax Ticket)		Estimated Completion Date:	

TYPE OF CONSTRUCTION (as defined by the WV State Code (IRC 2009, 1&2 Family Dwellings))

Residential Single Family		Residential Multi Family	
Type of work to be completed check all that apply: /		Type of work to be completed check all that apply:	
<input type="checkbox"/> Renovation	<input type="checkbox"/> New Const.	<input type="checkbox"/> Demo.	<input type="checkbox"/> Plumbing
<input type="checkbox"/> Electrical	<input type="checkbox"/> Interior	<input type="checkbox"/> Exterior	<input type="checkbox"/> Addition
<input type="checkbox"/> Gas	<input type="checkbox"/> HVAC	<input type="checkbox"/> Gas	<input type="checkbox"/> HVAC

Description of work to be performed:

Square Footage:	Floodway/Flood Plain: <input type="checkbox"/> Yes (submit Elevation Certificate) <input type="checkbox"/> No
Total Estimated Cost (all labor and Materials): \$ _____ Permit Fee \$ _____	

(Attach copy of contract between owner and contractor for all projects valued at \$10,000.00 or more.)

ITEMS REQUIRED WITH APPLICATIONS

- (2) Sets of construction plans,
- (2) Site plans showing location of proposed structure or evacuation on lot, distances from all lot lines, location of any existing structures on the lot, proposed parking location, location on proposed sanitary tap, plan for storm water discharge,
- Putnam County tax Map and Parcel Number,
- Determination of Floodway/Flood Plain designation,
- List of all contractors/Sub-contractors,
- Additional permits as required (Electrical, Plumbing, HVAC, and Gas)

Signature:	Date:
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PROJECT SITE OWNER RESPONSIBILITY STATEMENT

The owner of this building and the undersigned, do hereby covenant & agree to comply with all the laws of the State of West Virginia and the ordinances of the Town of Poca pertaining to the building, and to complete the proposed renovation, repair, or remodeling in accordance with the plans and specifications submitted herewith, and in accordance with the building codes, and certify that information and statements given on this application, drawing and specifications are to the best of their knowledge true and correct. According to West Virginia Legislative rules, Division of Health, Title 64, Series 63,1998; Article 10.1.a. it is the responsibility of the Owner to ensure that "each building or other man made structure he or she owns is inspected for the presence of asbestos by a licensed asbestos inspector prior to any renovation or demolition activities".

BUILDING PERMIT FEES

0.00	-	999.99	0.00
1,000.00	-	2,999.99	25.00
3,000.00	-	3,999.99	30.00
4,000.00	-	4,999.99	35.00
5,000.00	-	5,999.99	40.00
6,000.00	-	6,999.99	45.00
7,000.00	-	7,999.99	50.00
8,000.00	-	8,999.99	55.00
9,000.00	-	9,999.99	60.00
10,000.00	-	10,999.00	65.00
11,000.00	-	11,999.99	70.00
12,000.00	-	12,999.99	75.00
13,000.00	-	13,999.99	80.00
14,000.00	-	14,999.99	85.00
15,000.00	-	15,999.99	90.00
16,000.00	-	16,999.99	93.00
17,000.00	-	17,999.99	96.00
18,000.00	-	18,999.99	99.00
19,000.00	-	19,999.99	102.00
20,000.00	-		105.00

20,000.00 - 99,999.00 105.00 FOR FIRST 20,000.00 THEN 3.00 PER 1,000.00 OR FRACTION THEREOF.

100,000.00 - 499,999.00 310.00 FOR FIRST 100,000.00 THEN 1.00 PER 1,000.00 OR FRACTION THEREOF.

500,000.00 - 999,999.00 650.00 FOR FIRST 500,000.00 THEN .50 PER 1,000.00 OF FRACTION THEREOF

1,000,000.00 - 825.00 FOR FIRST 1,000,000.00 PLUS .20 PER 1,000.00 OR FRACTION THEREOF

MOVING BUILDING OR STRUCTURE	14.00
DEMOLITION OF STRUCTURE	150.00