



CITY OF POQUOSON

COMMUNITY DEVELOPMENT DEPARTMENT
(757) 868-3035 TELEPHONE

500 CITY HALL AVENUE, POQUOSON, VA 23662-1996
(757) 868-3105 FAX

MECHANICAL PERMIT APPLICATION

PLEASE PRINT:

DATE: _____ BLDG. PERMIT #: _____ MECH. PERMIT # _____

LOCATION: _____

OWNER: _____

CONTRACTOR: _____ CONTRACTORS LICENSE #: _____

ADDRESS: _____

APPLICANT'S NAME: _____ PHONE #: _____

PERMIT FOR: (CIRCLE ALL THAT APPLY) ESTIMATED COST: \$ _____

NEW	ALTERATION	REPAIR	ADDITION	GAS FIREPLACE (PLEASE CIRCLE ONE BELOW) <small>NOTE: CUTOFF MUST BE LOCATED IN SAME ROOM, <u>OUTSIDE FIREBOX</u>, WITHIN 5 FEET OF FIREPLACE</small>
OIL	GAS	LGP	ELECTRIC	
EQUIPMENT			FEE	TREASURER'S VALIDATION OF FEE PAID
TAX (2%)				
2.5% C.C.				
TOTAL FEE				

APPLICANT CERTIFIES THAT ALL INFORMATION GIVEN IS CORRECT AND THAT ALL PERTINENT MECHANICAL CODES AND ORDINANCES WILL BE COMPLIED WITH IN PERFORMING THE WORK FOR WHICH THIS PERMIT IS ISSUED

SIGNATURE OF CONTRACTOR OR AUTHORIZED REPRESENTATIVE

SIGNATURE OF PERMIT CLERK

EMAIL/FAX RECEIPT TO: _____

CHARGE TO (Name on Account): _____

VISA

MASTERCARD

ACCOUNT #: _____ EXP. DATE: _____ CVN #: _____

FOR INSPECTIONS CALL 868-3035 – YOU MUST PROVIDE PERMIT NUMBER FOR INSPECTION

BUILDING DEPT. ORIGINAL

ASSESSOR'S FILE COPY

APPLICANT'S COPY



Property Owners' Affidavit

I, _____, of (address) _____, Affirm that I am the owner of a certain tract or parcel of land located at _____ and that I have applied for a permit. I affirm that I am familiar with the prerequisites of Section 54.1-1111 of the Code of Virginia, and I am not subject to licensure as a contractor or subcontractor.

Affiant's Signature

Signed and acknowledged in the City of Poquoson, Virginia on the _____ day of _____, 20_____, in the presence of the undersigned witness.

Witness

§ 54.1-1111. Prerequisites to obtaining business license; building, etc., permit.

A. Any person applying to the building inspector or any other authority of a county, city, or town in this Commonwealth, charged with the duty of issuing building or other permits for the construction of any building, highway, sewer, or structure, or any removal, grading or improvement shall furnish prior to the issuance of the permit, either (i) satisfactory proof to such inspector or authority that he is duly licensed or certified under the terms of this chapter to carry out or superintend the same, or (ii) file a written statement, supported by an affidavit, that he is not subject to licensure or certification as a contractor or subcontractor pursuant to this chapter. The applicant shall also furnish satisfactory proof that the taxes or license fees required by any county, city, or town have been paid so as to be qualified to bid upon or contract for the work for which the permit has been applied.

It shall be unlawful for the building inspector or other authority to issue or allow the issuance of such permits unless the applicant has furnished his license or certificate number issued pursuant to this chapter or evidence of being exempt from the provisions of this chapter.

The building inspector, or other such authority, violating the terms of this section shall be guilty of a Class 3 misdemeanor.

B. Any contractor applying for or renewing a business license in any locality in accordance with Chapter 37 (§ 58.1-3700 et seq.) of Title 58.1 shall furnish prior to the issuance or renewal of such license either (i) satisfactory proof that he is duly licensed or certified under the terms of this chapter or (ii) a written statement, supported by an affidavit, that he is not subject to licensure or certification as a contractor or subcontractor pursuant to this chapter.

No locality shall issue or renew or allow the issuance or renewal of such license unless the contractor has furnished his license or certificate number issued pursuant to this chapter or evidence of being exempt from the provisions of this chapter.

(Code 1950, § 54-138; 1970, c. 319; 1980, c. 634; 1988, c. 765; 1990, c. 911; 1991, c. 151; 1992, c. 713; 1995, c. 771; 1998, c. 754; 2010, cc. 82, 755.)