



BUILDING PLAN REVISION

CITY OF WAYNESBORO, BUILDING & ZONING DEPARTMENT

A.) CLASS OF WORK:

- Residential Single Family Residential Multi-Family Commercial Industrial
- New Construction Addition/Deck/Patio Alterations Change of Use

Does the revision affect the Interior -or- Exterior? (\$50.00 fee for residential, \$100.00 fee for commercial plan revisions)

B.) SITE INFORMATION: Please attach a site plan of entire property indicating all existing structures, any proposed structures including but not limited to decks, porches, patios, stoops, mechanical equipment, chimneys, carports, bay windows, proposed parking and all setbacks.

Physical Address: _____ (Printed) Zoning District: _____

Property Owner of Record: _____ (Printed) Phone #: _____

Owner's Mailing Address (if different): _____ (Printed)

Owner's Email Address: _____

Occupant/Tenant: _____

C.) APPLICANT INFORMATION:

Applicant Name: _____ (Printed)

- Property Owner *Duly Authorized Tenant/Lessee Contractor (please attach a copy of your VA Contractor's License)

Contractor license #: _____ Class: _____ Exp. Date: _____

Tradesman license #: _____ Class: _____ Exp. Date: _____

Mailing Address: _____ (Printed)

Email Address: _____ Phone #: _____

* Power of Attorney Form is required.

D.) MECHANIC'S LIEN AGENT INFORMATION:

Agent Name: _____

Mailing Address: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

E.) ARCHITECT OR DESIGNER INFORMATION:

Name: _____

Mailing Address: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

PERMIT #

ADDRESS:

F.) Description of Proposed Changes: Please provide a brief description of what is being changed.

G.) BUILDING PLANS: (Two sets of residential buildings plans are required. Three sets of plans are required for commercial and industrial uses.)

Please use the following checklist to provide detailed building plans of the entire project. Plans shall be of adequate size and scale allowing for satisfactory review. Permits may be issued only when sufficient information is given to show that the proposed work will comply with all building and zoning laws. All work performed will be subject to field inspections.

- Complete scope of work. If work is to be completed in phases, please clearly indicate phases and time frame for completion.
- Complete floor plan with room labels and dimensions. For interior alterations and additions, please show existing and proposed floor plans.
- Detailed wall section.
- Front and side elevation views.
- Foundation plan – please include an overview plan of foundation or footings.
- Separate electrical, mechanical and plumbing plans may be required.

FOR OFFICE USE ONLY:

VALIDATION:

BUILDING: Approved Denied By: _____ Date: _____

ZONING: Approved Denied By: _____ Date: _____

CODE USED TO REVIEW APPLICATION: 2012 VRC 2015 VRC 2012 VCC 2015 VCC 2015 VEBC
 NO REVIEW – SUBJECT TO FIELD INSPECTIONS

CONSTRUCTION TYPE: _____ OCCUPANCY TYPE: _____ OCCUPANCY LOAD: _____

PLAN STORAGE: _____