

STEPS TO OBTAIN PERMITS

1. Obtain VDOT entrance permit. (540) 381-7200
2. Obtain a Certificate of Zoning Compliance.
3. Provide Tax Parcel Number.
4. Obtain written approval from the Giles County Health Department.
5. Agreement in Lieu of Erosion and Sediment Control Plan is needed if more than 10,000 square feet of land is disturbed.
6. Apply and pay for Permit
7. Contact the GIS Department to obtain your new 911 address after first inspection has been completed. If your permit is for a singlewide manufactured home and if you need an address prior to the first inspection, please contact the GIS Department. You will be asked to mark the property indicating driveway entrance, and all four corners of the home must be staked and flagged.

FEES FOR PERMITS:

- Singlewide Manufactured Homes: \$45.00
- Doublewide Manufactured Homes: 06¢ per sq. ft.

MINIMUM INSPECTIONS REQUIRED

- Footers, if applicable
includes piers, perimeter (if applicable) decks, landings, stairs
 - Block (piers) and anchors
 - *Electrical, Plumbing, Egress
 - Sewer Connection (where public sewer is available within the county)
 - Final and Certificate of Occupancy
- *Inspections for Block (Piers), Anchors, Electrical, Plumbing Connections, Egress - are conducted during the same inspection.

A 24 Working Hour Notice is required for all inspections

*When the electrical inspection is requested the following must be met: *One safe egress into the structure, plumbing connections made, inside panel box labeled with the cover on and must provide the Appalachian Power workorder number.* This workorder number is a 9 digit number beginning with 02.

Temporary Electrical inspection for permanent electrical service: This inspection will allow the power company to connect power before the house is complete. THIS IS A COURTESY. It is not permission to OCCUPY the dwelling.

There will be **NO OCCUPANCY** allowed without final inspection and issuance of the Certificate of Occupancy. Occupancy without a Certificate is a violation of the Virginia Uniform Statewide Building Code and is punishable by not more than a \$2,500.00 fine.

IMPORTANT

You must begin work within six (6) months after the permit is issued or permit will be void. If authorized work is suspended or abandoned for six months, the permit shall be null and void.