

**ALL COMMERCIAL APPLICATIONS REQUIRE "TWO" SETS OF PLANS AT SUBMISSION**

Select One: Residential  Commercial

Project Address: \_\_\_\_\_ Permit #: \_\_\_\_\_

Scope of work: \_\_\_\_\_

Estimated Value of Construction (materials & labor): \$ \_\_\_\_\_

Owner: \_\_\_\_\_

Lessee: \_\_\_\_\_

\*Contractor: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

VA Contr. Lic #: \_\_\_\_\_

\*Contact the Commissioner of Revenue (540) 667-1815 for your City of Winchester Business License.

This application only requires information for the specific project that is being applied for. Some projects require additional permits, mechanical, gas, electrical.

Work has not started

Work has started

Work has been completed

**NOTE: Please list the quantity of items, fixtures in the boxes available below**

- New Work
- Replacement Work
- Gas Appliance (Gas Permit)
- ... Natural Gas
- ... LP Gas

2015 VRC/VPC  
.. code expires 06.30.22

2018 VRC/VPC  
.. code effective 07.01.21

- Water - Piping
- Gas - Piping
- Pool
- Spa - Outdoor
- Hot Tub

- Bathroom**
- .. Bathtub
  - .. Bathtub/shower
  - .. Bidet
  - .. Lavatory (sink)
  - .. Shower
  - .. Spa Tub
  - .. Urinal
  - .. Water Closet (toilet)
  - .. Whirlpool

- Other**
- .. Backflow Preventer
  - .. Backflow Prev - Lawn
  - .. Drinking Fountain
  - .. Expansion Tank
  - .. Hose Bib

- Kitchen**
- .. Dishwasher
  - .. Disposal
  - .. Floor Drain
  - .. Grease Interceptor
  - .. Ice Machine
  - .. Refrigerator - ice maker
- Service**
- .. Sewer
  - .. Water

- Other**
- .. Hydrant
  - .. Pedicure Station
  - .. Pet Wash Station
  - .. Roof Drain
  - .. Shampoo Bowls

- Sink**
- .. Bar
  - .. Hand
  - .. Kitchen
  - .. Mop
  - .. Service
  - .. Slop
  - .. 2 Compartment
  - .. 3 Compartment

- Other**
- .. Washing Machine
  - .. Water Cooler
  - .. Water Heater
  - .. \_\_\_\_\_

Person Applying for Permit:  Owner  Lessee  Contractor  Agent

**Owner  
Affidavit**

When the owner is acting as the contractor, by the signing of this application: I hereby affirm that I have read Title 54 of the Code of Virginia and fully understand the contents thereof; that I am not subject to licensure as a contractor or subcontractor. I further affirm that I will be solely responsible for all construction on the described property allowed by the permit hereby issued.

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I hereby agree to comply with all provisions of the Virginia Uniform Statewide Building Code, the Zoning Ordinance, and other ordinances or policies as adopted by the City of Winchester, Virginia.

Note: If Lessee or Agent is applying for the permit, an approval letter/document must be submitted by the Owner.

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Email: \_\_\_\_\_ Date: \_\_\_\_\_