

ACCESSORY STRUCTURE PERMIT APPLICATION



Accessory Structure Permit applicable to a structure that is accessory to and incidental to that of a dwelling(s) and that is located on the same lot. (Structures located on the same property as a dwelling) Permit must be issued before construction begins. Application for this permit may be made to the Building Official or designate.

This application is for a Residential Building Permit for the purpose given and described in this form. This application is subject to all local and state laws and ordinances. The signer agrees to all laws and ordinances deemed a condition of applying for this permit.

Applications must be accompanied by ONE set of construction plans.

ALL BUILDING WORK MUST COMPLY WITH THE APPLICABLE EDITION OF THE VIRGINIA UNIFORM STATEWIDE BUILDING CODE (USBC)

Application Date _____ Applicant Name _____

Applicant is (check one): ☐ Property Owner ☐ Lessee ☐ Agent ☐ Contractor

PROJECT SITE ADDRESS:

_____ City _____ State _____ Zip _____

PROPERTY OWNER INFORMATION

Name _____

Mailing Address _____

Home Phone _____ Work Phone _____ Email _____

CONTRACTOR INFORMATION

Name _____ DBA Name _____ License# _____

Address _____

Home Phone _____ Work Phone _____ Email _____

MECHANIC'S LIEN AGENT INFORMATION

Name _____ Phone _____

Address _____

BUILDING INFORMATION

☐ Detached Garage ☐ Storage Building ☐ Carport

Foundation: ☐ Crawl Space ☐ Piers ☐ Slab * Please refer to the Accessory structure guideline

Use Group R-5 Construction Type: 5B

Size: Height _____ Width _____ Length _____ # of Stories _____

Bathrooms _____ # Kitchens _____

First Floor Finished Area (sq. ft.) _____ Second Floor Finished Area (sq. ft.) _____

Decks/Porch Area (sq. ft.) _____

Estimated Labor and Materials Cost: _____

USBC Code Year 2021

SCOPE OF WORK

ADDITIONAL COMMENTS

I hereby certify that I have the authority to make the foregoing application, that the information given is correct and that the construction will conform to the regulations of the Virginia Uniform Statewide Building Code, Zoning Ordinance, and any private building restrictions that may be imposed upon the above property by the deed. Also, I hereby agree to restore all damages to sidewalks, streets, alleys, sewers, gas mains, and electrical installation that may result.

I further certify that I have contacted Montgomery Co. Planning and GIS Services to discuss the proposed project to ensure that it will comply with all applicable development and zoning codes.

Printed Name of Permit Applicant

Signature of Property Owner, Contractor, or Authorized Agent

MUST SATISFY ALL FIELD INSPECTIONS