



Russell County Building Department

137 Highland Dr.
 Lebanon, VA 24266
 Phone: 276-889-8012
 Fax: 276-889-8009

build@russellcountyva.us
 Mickey L. Rhea – Building Official

Building Permit Application

Applicant Information			
Name:			
Mailing Address:			
City/State/Zip Code:			Phone:
Tax Map I.d.#:	Septic #		Water Source:
Estimated Cost of Construction:			
Are you the Land Owner? : Yes No		If No, Please List Land Owner:	
Directions:			
Are You a Contractor? Yes No If yes, Please complete below			
Contractor Name:			
Address:			
State License #:		Exp. Date	Phone:
Type of Work			
CHECK APPROPRIATE BOXES			
Residential <input type="checkbox"/>		Commercial <input type="checkbox"/>	
New Construction <input type="checkbox"/>	Addition <input type="checkbox"/>	Alteration/Remodel <input type="checkbox"/>	Demolition <input type="checkbox"/>
Construction Category			
Single Family Dwelling <input type="checkbox"/>	Duplex <input type="checkbox"/>	Modular Home <input type="checkbox"/>	Townhouse <input type="checkbox"/>
Garage <input type="checkbox"/>	Accessory Structure <input type="checkbox"/>		
Please Provide The Following Information			
# Bedrooms	#Full Baths	#Half Baths	#Stories
#Elec. Amps	AEP <input type="checkbox"/>	Old Dominion <input type="checkbox"/>	
Heat Type	Heat Pump <input type="checkbox"/> Gas <input type="checkbox"/> Wood Stove <input type="checkbox"/> Geo Thermal <input type="checkbox"/> Solar <input type="checkbox"/>		
Foundation	Slab <input type="checkbox"/> Crawl <input type="checkbox"/> Basement <input type="checkbox"/>		

Please See Back



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Please Provide The Following Information

Living Area	Sq. Ft.	Garage Area	Sq. Ft.
Basement (Unfinished)	Sq. Ft.	Basement(Finished)	Sq. Ft.
Carport Area	Sq. Ft.	Deck Area	Sq. Ft.
Covered Porch	Sq. Ft.		
Total Sq. Footage	Sq. Ft.		

Please give a brief description of work to be completed:

Mechanics Lien Agent

Name:

Address:

City/State

Phone

Accessory Structure

Pool Length:	ft.	Width:	ft.
Max Depth:	ft.	Retaining Wall:	Height ft.
Fence Height:	ft.	Gazebo/Storage:	ft.

Owner Affidavit

My signature below confirms that I am familiar with the Code of Virginia, Title 54.1-1111 which regulates contractors; I am aware that anyone who performs work for me, with a value exceeding \$1,000, is required to have a state contractor license and trade certification (if applicable); that I may be subject to withholding taxes for those working on my project; and that I am not subject to licensure as a contractor or subcontractor for this project.

Signature _____ Date: _____

I hereby certify that I am the owner of the record of the herein described property, or that the proposed work has been authorized by the owner of record and that I have been authorized to make this application as a designated agent I agree to conform to all applicable state and local regulations, rules and policies and such shall be deemed a condition entering into the exercise of the permit. In addition, if a permit is issued, I certify that the code official or his authorized representative shall have the authority to enter the area(s) described herein at any reasonable hour for the purpose of enforcing the provisions of the applicable code(s).

Applicant: _____ Date: _____
Signature

FOR OFFICE USE ONLY

Date Application Received:	Received By:
Building Permit Fee: \$	Total Fee Amount:



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Electrical Permit Application for Solar Photovoltaic (PV) Systems

Instructions:

1) Permit Application Paperwork:

- a) Complete the Building Permit Application form. For the *Type of Work* field, select either Residential or Commercial Electrical Services. In the *Description of Work* field, indicate that you are installing a solar photovoltaic (PV) system and where it will be installed (roof-mounted or ground-mounted).
- b) If you are installing a roof-mounted PV system, complete the Roof Mounted Solar Panels Structural Plan Form.
- c) Obtain 2 paper copies each of the line diagram of the installed system and the manual from the solar panel manufacturer.

2) Permit Fees: Review the Building Official Fee Schedule to find the permit fees.

- a) Go to the residential or commercial electrical permit fee.
- b) Calculate the required electrical permit fee.

3) Permit Application Submission: Submit both your paperwork and payment in person at Building Official's Office. Call 276-889-8012 with questions about office location and hours.

4) Permit Review: Building Official will review the permit application and notify you of your permit status within one week. After the permit is approved, installation of the project can begin.

5) Inspection: After the project is installed, contact the Building Official to schedule an inspection.

SOLAR ENERGY SYSTEMS ROOF MOUNTED SOLAR PANELS STRUCTURAL PLAN

Figure - ROOF STRUCTURE DETAIL

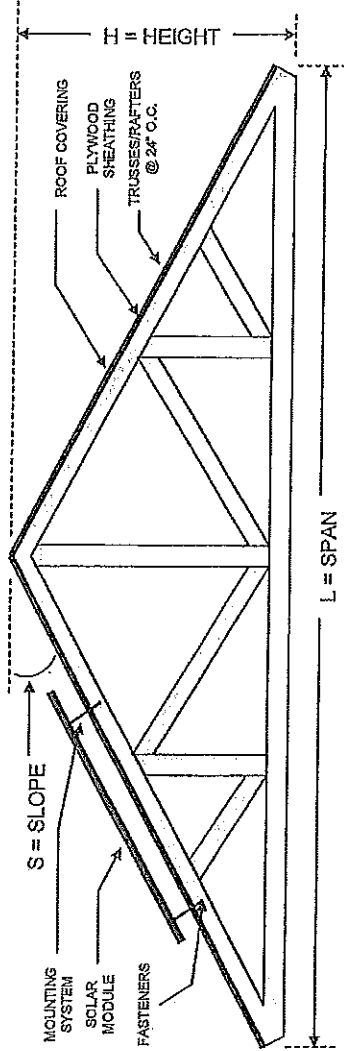


Figure - ATTACHMENT LOCATION

Dead weight per attachment point shall not exceed 45 lbs.
The distributed weight of the modules shall not exceed 5 psf.

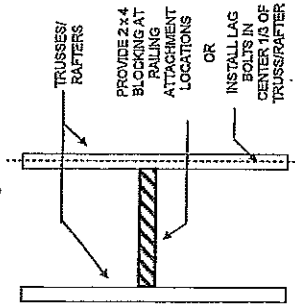
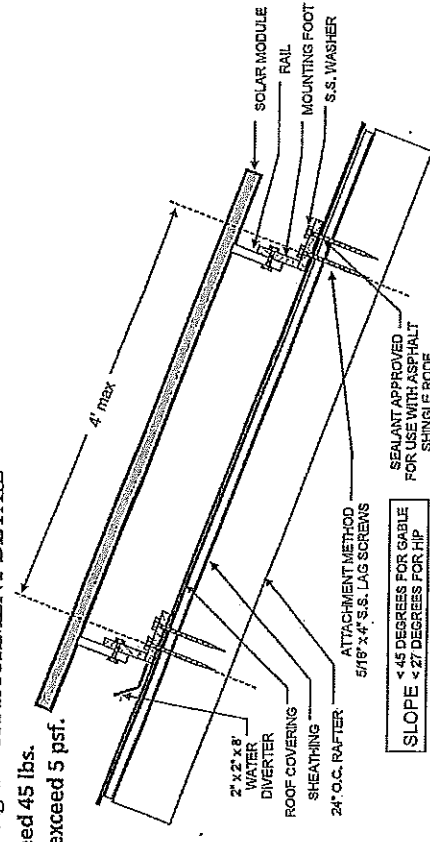


Figure - ATTACHMENT DETAIL



ROOF SYSTEM INFORMATION

- Roof construction: Rafters Trusses Other
- Describe site built rafter or truss system.
 - Rafter Size _____ x _____ inches
 - Rafter Spacing _____ inches
 - Maximum unsupported span _____ feet _____ inches
 - Are the rafters over-spaced? (Use the IRC span tables)

ROOF MEASUREMENTS

L = SPAN	
H = HEIGHT	
S = SLOPE	

NOTES

- All details not to scale.
- To be used in conjunction with manufacturer's installation instructions.
- Design Ground Snow Load 25 PSF.
- See IRC for span tables.
- Blocking shall be properly secured per industry standards.
- Pre-drilling of structural members is required for lag bolts.
- Caulk all penetrations through the roof membrane.

PROJECT INFORMATION

Site Address _____ Size: kW _____ kW

Prepared by _____

Date _____

MODULE ATTACHMENT INFORMATION

- Mounting System Manufacturer _____
- Product Name and Model Number _____
- Total Dead Weight of PV Modules and Rails _____ lbs
- Total Number of Attachment Points _____
- Weight per Attachment Point (c ÷ d) _____ lbs
- Total Surface Area of PV Modules _____ ft²
- Distributed Weight of PV Module on Roof (c ÷ f) _____ lbs/ft²