



Date Received: _____

Permit Application # _____

LAST MODIFIED 9-4-2026

NELSON COUNTY BUILDING INSPECTIONS DEPARTMENT

P.O. Box 558

LOVINGSTON, VA 22949

434-263-7080/434-263-7086 (FAX)

GENERAL PERMIT APPLICATION

(PLEASE TYPE OR PRINT ONLY)

CHECK ALL THE BOXES OF THE PERMITS BEING APPLIED FOR

☐ BUILDING ☐ ELECTRICAL ☐ PLUMBING ☐ HVAC ☐ GAS ☐ GAS TANK ☐ AMENDMENT TO PERMIT ☐ DEMO ☐ FARM ☐ OTHER

1. Applicant:

NAME: _____

PHONE: _____

COMPANY: _____

FAX/CELL: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

* **EMAIL ADDRESS:** _____

2. Owner: (if different from Applicant)

NAME: _____

PHONE: _____

ADDRESS: _____

FAX/CELL: _____

CITY: _____ STATE: _____ ZIP: _____

* **EMAIL ADDRESS:** _____

3. Property Location:

911 ADDRESS: _____ TAX MAP # _____ PARCEL # _____

DIRECTIONS: _____

4. Proposed Work:

DESCRIPTION: _____

* PLEASE COMPLETE ALL NECESSARY FIELDS & THE OWNER AS CONTRACTOR SHEET IF NEEDED

* **VALUE OF WORK \$** _____

I CERTIFY THAT I AM DULY AUTHORIZED AND DO HEREBY MAKE APPLICATION FOR A PERMIT TO PERFORM THE WORK AS DESCRIBED ABOVE AND ON ANY ATTACHED DOCUMENTS. AS THE APPLICANT, I UNDERSTAND THAT I AM RESPONSIBLE FOR THE ACCURACY OF THIS APPLICATION AND ALL RELATED CONSTRUCTION DOCUMENTS.

APPLICANT SIGNATURE _____ DATE _____

Nelson County Building Inspections

Fill this page out for **NEW** One or Two Family Dwellings and **Only as needed** for other permits

General Information							
Building		Systems					
# Stories: _____	Basement? ☐ Yes / No ☐	Water Supply: ☐ Public / Private ☐					
# Bedrooms: _____	Crawl Space? ☐ Yes / No ☐	Sewer: ☐ Public / Private ☐					
# Bathrooms: _____	Interior Stairs ☐ Yes / No ☐	Sprinkler System ☐ Yes / No ☐					
# Decks/Porches _____	Attic Habitable ☐ Yes / No ☐	Electrical Service: 100 200 300 400 amp ☒ ☐ ☐ ☐					
Dwelling Finished SQ. Ft.: _____		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 50%; text-align: center; background-color: #d3d3d3;">Heat Type</th> <th style="width: 50%; text-align: center; background-color: #d3d3d3;">Fuel Sources</th> </tr> <tr> <td style="padding: 5px;"> ☒ Baseboard ☐ Forced Air ☐ Hydronic ☐ Heat Pump ☐ Radiant </td> <td style="padding: 5px;"> ☒ Gas ☐ Electricity ☐ Solar ☐ Wind ☐ Other _____ </td> </tr> </table>		Heat Type	Fuel Sources	☒ Baseboard ☐ Forced Air ☐ Hydronic ☐ Heat Pump ☐ Radiant	☒ Gas ☐ Electricity ☐ Solar ☐ Wind ☐ Other _____
Heat Type	Fuel Sources						
☒ Baseboard ☐ Forced Air ☐ Hydronic ☐ Heat Pump ☐ Radiant	☒ Gas ☐ Electricity ☐ Solar ☐ Wind ☐ Other _____						
Dwelling Unfinished SQ. Ft.: _____							
Fireplaces: _____ ☐ Masonry ☐ Factory-Built Type: ☐ Wood ☐ Gas Chimneys: _____ ☐ Masonry ☐ Factory-Built		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 50%; text-align: center; background-color: #d3d3d3;">Heat Type</th> <th style="width: 50%; text-align: center; background-color: #d3d3d3;">Fuel Sources</th> </tr> <tr> <td style="padding: 5px;"> ☒ Baseboard ☐ Forced Air ☐ Hydronic ☐ Heat Pump ☐ Radiant </td> <td style="padding: 5px;"> ☒ Gas ☐ Electricity ☐ Solar ☐ Wind ☐ Other _____ </td> </tr> </table>		Heat Type	Fuel Sources	☒ Baseboard ☐ Forced Air ☐ Hydronic ☐ Heat Pump ☐ Radiant	☒ Gas ☐ Electricity ☐ Solar ☐ Wind ☐ Other _____
Heat Type	Fuel Sources						
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Attached Garage? ☐ Yes/No ☐ Sq. Ft.: _____ Attached Carport? ☐ Yes/No ☐ Sq. Ft.: _____ <u>(Detached garage/carport requires separate permit)</u>							
* Power Company: ☐ Central Virginia Electric Cooperative- CVEC Circle One ☐ Appalachian Power- AEP ☐ Dominion Energy		* Order Number if Known: _____					

*** Note: Heating & Cooling Equipment Requires Plans and calculations before a Mechanical Permit is issued, sized in accordance with ACCA Manual S based on building loads calculated in accordance with ACCA Manual J.**

These must be submitted by the installer for department review & approval PRIOR to Final Inspection.

Additional Information			
Exterior Wall Covering		Roof Covering	
☒ Wood Siding ☐ Brick/Masonry Veneer ☐ Cement Fiber	☒ Vinyl Siding ☐ Stucco ☐ Other _____	☒ Asphalt Shingle ☐ Wood Shingle ☐ Other _____	☒ Slate Shingle ☐ Metal
Mechanics Lien Agent for permit Firm Name: _____ Address: _____ City: _____ Phone Number: _____ Email Address: _____ Agent Name: _____ State: _____ Zip: _____			

Applicant Name (please print) _____

Signature _____ **Date** _____

Nelson County Inspections Department

P.O. Box 558 Lovington, VA 22949

Office (434) 263-7080 Fax (434) 263-7086

Office Use Only

Permit #: _____

CONTRACTOR DISCLOSURE

*Break down Total Value of Work listed on Page 1 into individual Trade Value of Work Amounts below

BUILDING: (IF OWNER IS ACTING AS THEIR OWN GENERAL CONTRACTOR, WRITE 'OWNER' FOR NAME)

General Contractor:

Name: _____

*DPOR Lic. #: _____

Address: _____

Phone: _____

City: _____ State: _____ Zip: _____

FAX: _____

*Email: _____

Value of Work/Contract Amount: _____

ELECTRICAL: (IF BY OWNER, WRITE 'OWNER' FOR NAME)

Name: _____

*DPOR Lic. #: _____

Address: _____

Phone: _____

City: _____ State: _____ Zip: _____

FAX: _____

Email: _____

Value of Work/Contract Amount: _____

PLUMBING: (IF BY OWNER, WRITE 'OWNER' FOR NAME)

Name: _____

*DPOR Lic. #: _____

Address: _____

Phone: _____

City: _____ State: _____ Zip: _____

FAX: _____

Email: _____

Value of Work/Contract Amount: _____

MECHANICAL: (IF BY OWNER, WRITE 'OWNER' FOR NAME)

Name: _____

*DPOR Lic. #: _____

Address: _____

Phone: _____

City: _____ State: _____ Zip: _____

FAX: _____

Email: _____

Value of Work/Contract Amount: _____

Gas: (IF BY OWNER, WRITE 'OWNER' FOR NAME)

Name: _____

*DPOR Lic. #: _____

Address: _____

Phone: _____

City: _____ State: _____ Zip: _____

FAX: _____

Email: _____

Value of Work/Contract Amount: _____

GAS TYPE (CIRCLE ONE): NATURAL PROPANE GAS PRESSURE (CIRCLE ONE): LOW 2# 5# 10#
IF PROPANE (CIRCLE ALL THAT APPLY): PERMANENT TEMPORARY SETTING/BURY TANK RUN PRODUCT LINE
INSTALL PIPING CONNECTING APPLIANCE(S)

Please put down the quantity of gas appliances that will be installed along with the BTUs of each. If you need to research this information, BTU information is listed on a label on the appliance and is available from the manufacturer.

Gas Dryer	_____	_____	=	_____	Total Dryer BTU's
Gas Furnace	_____	_____	=	_____	Total Furnace BTU's
Gas Logs	_____	_____	=	_____	Total Logs BTU's
Gas Range/Oven	_____	_____	=	_____	Total Range/Oven BTU's
Gas Water Heater	_____	_____	=	_____	Total Water Heater BTU's
Gas Generator	_____	_____	=	_____	Total Generator BTU's
Gas Grill	_____	_____	=	_____	Total Grill BTU's
Other	_____	_____	=	_____	Total Other BTU's
			=	_____	Total BTU's for Project

A Current Nelson County Business License is required regardless of BPOL status in another jurisdiction.
Contact the Commissioner of Revenue at 434-263-7070 for information.

**ONLY TO BE FILLED OUT BY PROPERTY OWNER IF YOU ARE
ACTING AS YOUR OWN GENERAL CONTRACTOR**

I (name) _____

(address) _____

affirm that I am the owner of a certain parcel of land located at: _____

and that I have applied for a building permit. I affirm that I am familiar with the prerequisites of Section 54.1-1111 of the Code of Virginia, that I have read the section § 54.1-1111 below and I am not subject to be licensed as a contractor.

Owner signature: _____

§ 54.1-1111. Prerequisites to obtaining business license; building, etc., permit.

A. Any person applying to the building official or any other authority of a county, city, or town in this Commonwealth, charged with the duty of issuing building or other permits for the construction of any building, highway, sewer, or structure, or any removal, grading or improvement shall furnish prior to the issuance of the permit, either (i) satisfactory proof to such official or authority that he is duly licensed or certified under the terms of this chapter to carry out or superintend the same, or (ii) file a written statement that he is not subject to licensure or certification as a contractor or subcontractor pursuant to this chapter. The applicant shall also furnish satisfactory proof that the taxes or license fees required by any county, city, or town have been paid so as to be qualified to bid upon or contract for the work for which the permit has been applied.

It shall be unlawful for the building official or other authority to issue or allow the issuance of such permits unless the applicant has furnished his license or certificate number issued pursuant to this chapter or evidence of being exempt from the provisions of this chapter.

The building official, or other such authority, violating the terms of this section shall be guilty of a Class 3 misdemeanor.

NOTE: It is a violation of Title 54.1, Chapter 11 of the Code of Virginia to act as a contractor without a license **or** to accept bids from an unlicensed contractor. If anyone, other than the individual named above, performs work which exceeds a value of \$1,000.00, a license is required. If the work involves the practice of a regulated trade a license is required regardless of the value. The individual named above shall be responsible for all work performed under the permit.