

## City of Glenville, WV

TYPE OF WORK	
New Construction <input type="checkbox"/> Renovation <input type="checkbox"/> Demolition <input type="checkbox"/> Other <input type="checkbox"/>	
CATEGORY OF CONSTRUCTION	
Single Family Dwelling <input type="checkbox"/> Business <input type="checkbox"/> Assembly <input type="checkbox"/> Mercantile <input type="checkbox"/> Educational <input type="checkbox"/> Hospital/Nursing Home <input type="checkbox"/> Hotel/Motel <input type="checkbox"/> College <input type="checkbox"/> Multi-Family Dwelling <input type="checkbox"/> Factory <input type="checkbox"/> Storage <input type="checkbox"/> High Hazard <input type="checkbox"/> Apartments <input type="checkbox"/> Fire Protection <input type="checkbox"/> Misc _____	
JOB SITE, LOCATION AND APPLICANT INFORMATION	
<b>PHYSICAL ADDRESS:</b>	
Name: _____	
Mailing Address: _____	
City State Zip Code: _____	
Phone No: _____	
Disconnect # _____	Reconnect # _____
BRIEF DESCRIPTION OF WORK	
<b>**SUBMIT PLANS/COPY OF CONTRACT FOR ALL CONTRACTORS**</b> <b>**IF NO CONTRACTOR, PLEASE COMPLETE PAGE 2**</b>	
<b>CONTRACT ATTACHED</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	
CONTRACTOR	
Business Name: _____	
Contact Name: _____	
Address: _____	
City/State/ZIP: _____	
Phone: (     ) _____	Fax: : (     ) _____
Contractor's WV Lic: _____	City Bus. Lic: _____
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <b>DATE APPROVED</b> /    /	

Please Contact Jenny Wellings at Gilmer County Assesor's Office regarding Flood Zone Permit (304) 462-7731

All other questions, you may call our office at  
(304) 462-7411

DATE: \_\_\_\_\_

### OWNER/BUILDER FORM (SELF)

NAME

PROJECT  
PHYSICAL  
ADDRESS

I have applied for a construction permit for the above-described property. I affirm that I have read the requirements for obtaining permits for the construction of any building, highway, sewer or structure, or any removal, grading or improvement.

**PLEASE CHECK APPROPRIATE BOX BELOW:**

☐

I am a person who will be performing or supervising the construction, removal, repair or improvement of no more than one primary residence owned by me and for my own use.

☐

I have immediate family members (to include: mother, father, son, daughter, brother, sister, grandchild, grandparent, mother-in-law and father-in-law) who are helping with construction and/or repairs.

☐

I am the Landlord who will be performing or supervising the repair or improvement of residential dwelling units owned by myself that are subject to the West Virginia Residential Landlord and Tenant Act. WV Code §37-6-30.

I understand that any work performed by any person **other than** me, any member of my immediate family, or any employee of any company that I own, **will be** performed by a licensed contractor. Upon hiring an outside individual, I understand that I am required to update this building permit.

Initial \_\_\_\_\_

Please describe in detail work to be performed, along with material list:

Signature \_\_\_\_\_ Date \_\_\_\_\_