

Carroll County Department of Inspections
605-1 Pine Street
Suite C115
Hillsville, VA 24343
Office: 276-730-3016

PLEASE READ ALL INFORMATION CAREFULLY

All permit applicants need to complete the required permit applications and submit to the office for approval. After the application has been processed and approved, the applicant will be notified for payment and the issuance of the permit.

You must call in and complete your first inspection within six (6) months after the permit is issued or permit will be void.

Inspections are performed according to geographic location in the County to allow inspectors to establish the most efficient route each day. Every effort will be made to perform inspections on the day requested. Depending on an inspector's workload, it may take up to 2 business days to complete your inspection.

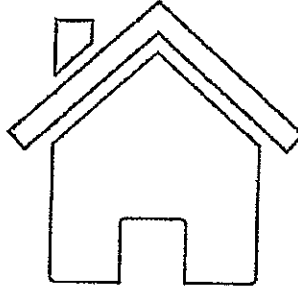
Please make sure that your yellow job card is posted on the job site or no inspections will be completed!

The applicant shall furnish satisfactory proof that the taxes or license fees required by any county, city or town have been paid to qualify to bid upon or contract for the work for which the permit applies.

Please read the Owner/Builder Affidavit. This document contains important information regarding contractor's licensure laws.

To Obtain a New Dwelling Permit

- ✓ Attach a current copy of the *well and septic permits* from the Health Department-
Mr. Dave Burris @ 276-730-3180
- ✓ Provide the *911 address* from the Twin County E-911 Commission-
276-236-5122
- ✓ Provide *VDOT Land Use Permit* if needed-
VDOT Land Development Engineer- Mr. Will Dotson @ 276-730-0021
william.dotson@vdot.virginia.gov
- ✓ Fill out *Land Disturbance Screening Form* attached.
- ✓ For Single Family Dwellings- One set of *Structural Building Plans*- Engineered Plans Not Required
- ✓ If you are building your own home, the home **MUST** be your *permanent dwelling for 2 years!*
Read and Sign the *Owner/Builder Affidavit*



STRUCTURAL PLANS NEED:

1. TYPE OF FOUNDATION.
2. SHOW HOW WALL BRACING WILL MEET 2015 CODE REQUIREMENTS.
3. TRUSSES OR RAFTERS
 - TRUSSES NEED PLANS FROM MANUFACTURERS.
 - RAFTERS NEED SIZE, PITCH, AND SPAN.
4. WALL FRAMING NEEDS TO SHOW
 - 2X4 OR 2X6
 - SPACING
 - HEIGHT
5. FLOOR TRUSSES OR FLOOR JOIST
 - FLOOR TRUSSES NEED PLANS FROM MANUFACTURERS.
 - FLOOR JOIST NEED SIZE, SPACE, AND SPAN
6. HEADERS FOR ALL DOORS AND WINDOWS (INCLUDING GARAGE DOORS)
 - SIZE
 - SPAN

LAND-DISTURBING SCREENING FORM

"LAND-DISTURBING ACTIVITY" MEANS ANY MAN-MADE CHANGE TO THE LAND SURFACE THAT MAY RESULT IN SOIL EROSION FROM WATER OR WIND AND THE MOVEMENT OF SEDIMENTS IN STATE WATERS OR ONTO LANDS IN THE COMMONWEALTH, INCLUDING, BUT NOT LIMITED TO CLEARING, GRADING, EXCAVATING, TRANSPORTING AND FILLING OF LAND.

WILL THERE BE 10,000 SQUARE FEET (1/4 ACRE) OF TOTAL LAND DISTURBANCE REGARDLESS OF PHASING? ALL DISTURBANCE ASSOCIATED WITH THE PROJECT MUST BE ACCOUNTED FOR, INCLUDING DRIVEWAYS, SEPTIC TANKS, DRAIN FIELDS AND SOIL STOCKPILES. YES [] NO []

IS THE LAND-DISTURBING ACTIVITY TAKING PLACE IN A RESIDENTIAL DEVELOPMENT? YES [] NO []

WILL THERE BE AN ACRE OR MORE OF TOTAL LAND-DISTURBANCE ASSOCIATED WITH THIS PROJECT? YES [] NO []

IF YOU CHECK YES TO ANY OF THE ABOVE QUESTIONS, A LAND-DISTURBING PERMIT AND AN EROSION AND SEDIMENT CONTROL PLAN OR AGREEMENT IN LIEU OF AN EROSION AND SEDIMENT CONTROL PLAN ARE REQUIRED.

IF YOU CHECK YES TO EITHER OF THE LAST TWO (2) QUESTIONS VIRGINIA STORMWATER MANAGEMENT REQUIREMENTS MUST BE ADDRESSED.

LAND-OWNER NAME: _____
LAND-OWNER MAILING ADDRESS: _____
LAND- OWNER CONTACT PHONE NUMBER: _____
LAND-DISTURBING ACTIVITY LOCATION: _____

I HEREBY CERTIFY THAT I FULLY UNDERSTAND THE PROVISIONS OF THE EROSION & SEDIMENT CONTROL ORDINANCE OF CARROLL COUNTY, AND THAT I ACCEPT THE RESPONSIBILITY FOR CARRYING OUT THE APPROVED E & S PLAN OR THE MEASURES SPECIFIED BY THE CARROLL COUNTY EROSION & SEDIMENT CONTROL INSPECTOR FOR THE ABOVE REFERENCED PROJECT. I FURTHER GRANT THE RIGHT-OF-ENTRY ONTO THIS PROPERTY, AS DESCRIBED ABOVE, TO THE DESIGNATED PERSONNEL OF CARROLL COUNTY FOR THE PURPOSE OF INSPECTING AND MONITORING FOR COMPLIANCE WITH THE AFORESAID ORDINANCE.

PROPERTY OWNERS SIGNATURE: _____ DATE: _____

FOR OFFICE USE ONLY

- _____ REQUIRES AN EROSION & SEDIMENT CONTROL PLAN
_____ REQUIRES AN AGREEMENT IN LIEU OF AN E&S PLAN
_____ EXEMPT

CHECKED BY: _____ DATE: _____

Carroll County Inspections and Requirements

- Inspection of footing excavations and reinforcement material for concrete footings prior to the placement of concrete.
 - 2 #4 rebar bent in corners placed on chairs
 - Steel must be bonded to grounding electrodes system or used as grounding electrodes system (Ufer)
- Pre slab inspection prior to concrete pour
- Foundation/Foundation Walls inspection prior to placement of floor system
- Sill plate inspection
- Drain tile and waterproofing inspection prior to backfill
- Plumbing (DWV) under slab and or before backfilling on exterior water/sewer lines
- Underground electrical/plumbing/gas before backfilling
- Copy of truss plans must be submitted before Rough-In Framing will be completed. (2015 Virginia Residential Code: Roof- R 802.10.1/ Floor- R 502.11.4)
- Rough-Ins including: Framing, Electrical, Mechanical, Plumbing, Fuel Gas; *BEFORE CONCEALMENT*
- Electrical service before concealment with grounding connected to footing steel
- Final
- *MANDATORY- Duct Testing (N-1103.3.3)*
- (Required) Blower Door Test (N-1102.4.1.2.1)

Before a Certificate of Occupancy can be issued the Duct Blaster Test results, Blower Door Test results, Well & Septic Approval report from the Health Department and Load Calculation report must be submitted to the Building Officials Office.
