NEW HOME APPLICATION FORMS PACKET

Agency Involvement & Information

☐ Page County Health Dept. - Health Approval

- For new homes, well and septic construction permits must be issued prior to the issuance of the building permit. These permits are obtained through the Page County Health Department. They are located at 75 Court Lane, Luray, VA. They can be reached at (540) 743-6528.
- For additions and accessory structures, including farm buildings, an application for evaluation of an existing sewage disposal system and/or water supply must be obtained from the Page County Health Department and an approval from the health department sent to our office.
- For new homes, if you plan on connecting to town water and sewer, please contact the local town office for information regarding tap fees. We will need written verification from the town that the fees have been paid prior to the issuance of the building permit.

☐ Virginia Department of Transportation (VDOT) - Entrance Permit

- If you are creating a new entrance off of a state maintained road, please attach a copy of the approved VDOT entrance permit. They can be reached at (540) 434-2586. We will need this permit prior to the issuance of the building permit.

☐ Page County Zoning Dept. - Zoning Permit Application/ Setback Requirements

- If the property is located in the county, staff will supply you with a zoning permit application and review the application process with you.
- If the property is located within town limits, you will need to contact the local town office for the zoning permit application.
- If the town does not require a zoning permit, we will need that statement in writing from their office.
- If the property is located in the county, staff will provide you the setbacks, which are based on what your property is zoned.
- If the property is located in the town limits, you will need to contact the town office to obtain the setbacks.

☐ Page County Treasurer's Office - Taxes

- A verification slip must be completed by the Treasurer's office that taxes have been paid for the property, and/or that contractor taxes have been paid.
- If the taxes have not been paid, our office cannot issue any permits per the Code of Virginia without the consent of the Treasurer.

☐ Page County GIS - 911 Address Application

- The completed application is submitted to the Page County GIS Department. They are located at 103 S Court Street, Suite F, Luray, VA and can be reached at (540) 743-7316. Their website is: http://pagecounty.virginia.gov/175/Geographical-Info-Systems-GIS

☐ Page County Erosion & Sediment Control – Land Disturbance Permit Application

- For new homes and additions, you must complete an In Lieu of an Erosion and Sediment Control Plan application. Prior to the issuance of the building permit, a pre-inspection must be completed by our office to ensure the construction entrance and silt fencing are in place (guidelines will be provided on how to do this).

- For other land disturbance, depending upon the amount of land to be disturbed, an under 10,000 or over 10,000 square feet permit may be required. Please ask staff for further details.
- One acre or more of land disturbance requires a storm water permit and plans by a professional engineer.

☐ Page County Building Inspections Dept. - Building Permit Application/Plan Review

- When hiring a contractor you must make sure they are properly licensed/certified in Virginia to complete the work. Please provide all contractor information requested on the application. All necessary information can be researched and/or validated online at the Virginia Department of Professional and Occupational Regulation (www.dpor.virginia.gov).
- If the property owner is pulling the permits, we will need a Contractor Release form signed for each contractor (General Contractor and Sub-Contractors.) If the General Contractor is pulling the permits, we will need a Contractor Release form signed by each sub-contractor.
- The owner has the option to list themselves as doing the work. However, when building a new home, the owner may perform/supervise no more than one primary residence owned by him/her for his/her own use during any 24-month period. The owner will be required to sign an Owner's Affidavit if they choose this option.
- You can pull electrical, mechanical, and plumbing permits at the same time if you have all of your information as far as contractor and type of work. We will also need contractor release forms completed by each of these contractors.
- Two complete sets of plans are required to be submitted with the permit application. Once approved, we will keep one copy for our records, and the other copy will be given to you to keep on the jobsite.
- If you are constructing a deck or porch, a deck/porch guide will be provided to you. This must be kept on the jobsite at all times.
- We have a sample checklist sheet for Plan Review that will guide you in understanding minimum code requirements that need to be drawn out on the plans.
- All log homes require engineer seal/stamped drawings.
- The review process may take up to two weeks depending on work load status.

If you have code questions or questions about the application forms, please contact our department by phone at (540) 743-6674. Our office is open Monday through Friday 8:00 a.m. to 4:00 p.m. We cannot issue permits after 3:30 p.m.

9-1-1 ADDRESS APPLICATION

Please complete this form and return it to:

PAGE COUNTY GIS DEPARTMENT
103 S. Court St. Suite F
Luray, Virginia 22835
PHONE: 540-743-7316 FAX: 540-743-4533

Date_____

Contact Information: **Please print clearly**
Applicant's Name_____
Current Mailing Address (where the 9-1-1 address assignment letter will be sent):
_____ (street address)
_____ (town/city, state and zip code)
Current Phone Number Home: _____ Work/Cell:_____
Best Time to Contact _____
Property Owner's Name (if different) _____
Contact information for Property Owner (if different) _____

INFORMATION REQUIRED FOR A NEW 911 ADDRESS:

If the structure is or will be located in a town's limits, please specify which town:_____
Does the structure exist currently? Yes _____ No _____
Does the driveway accessing the property exist currently? Yes _____ No _____
Have you filled out a building permit application? Yes _____ No _____
Name of the road the driveway connects with_____
Name of the closest intersecting named road _____
Previous property owner _____
What type of structure (residential, commercial, storage, etc.)?_____
Other notes: _____

Please provide the following information:

Tax Parcel Number: _____
(can be obtained from the Commissioner of the Revenue's Office)

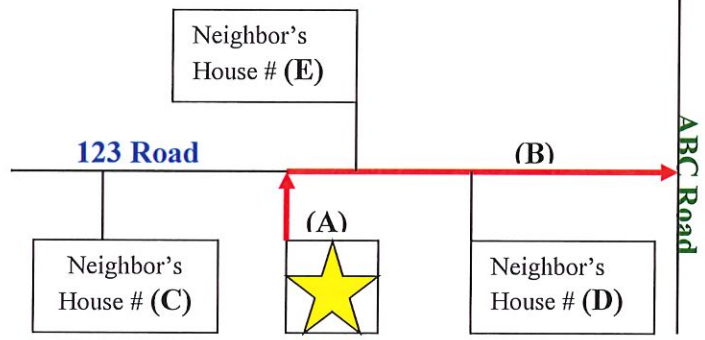
Distance between the closest intersecting named road and your driveway: (in feet) _____

As seen from the house facing the road:

Nearest residence on left: (Name) _____ (House #) _____
Nearest residence on Right: (Name) _____ (House #) _____
Residence across road: (Name) _____ (House #) _____

APPLICANT MUST DRAW A SITE MAP ON THE BACK PAGE OF THE APPLICATION
For assistance, please contact the GIS Department.

EXAMPLE



Please measure (in feet) the distances from your house to the road and from the end of your driveway to closest intersection.

PLEASE SHOW THE FOLLOWING INFORMATION IN THE SPACE BELOW:

- Location of proposed or existing home and proposed or existing driveway **(A)**
- The closest intersection to your driveway and distance between them **(B)**
- Location of the nearest neighbors and their house numbers **(C, D, E, …)**
- Distance, in feet, between nearest neighbors' driveways and your driveway

ADDRESSES ARE DETERMINED BY THE LOCATION OF YOUR DRIVEWAY.

Remember to measure all distances in feet and try to draw the map as accurately as possible. Driveway distances are very important to the addressing process; we count on you to provide accurate measurements. Please include road names, neighbors' house numbers, and clearly designate your house and driveway.

GPS FIELD DATA COLLECTION: *****office use only*****
Date Collected ____/____/_____ **Signature** _____
Longitude (X -78.____) **Latitude (Y 38.____)**

PAGE COUNTY ZONING PERMIT APPLICATION INSTRUCTIONS

1) The zoning application fee, as described below, is due when this application is returned:
   - $45.00 for Residential Accessory Structures, Additions to Accessory Structures, and Decks
   - $200.00 for Residential New Homes, Additions to Existing Homes, and Porches
   - $75.00 for Commercial Accessory Structures, Additions to Accessory Structures, and Decks
   - $300.00 for Commercial New Structures and Additions to Existing Structures
   - $1600.00 for New Towers and/or Collocating Antennas on an Existing Tower
   - $90.00 for Signs of any type

2) The proposed structure must be staked off on all corners AND the property lines must be flagged. When flagging the property lines, please flag the lines as they pass by the proposed structure. Please use markings that are clearly identifiable. If the property is not staked/flagged at the time of inspection, we will charge you another trip fee which is the same fee as the initial application.

3) If the proposed size or location of structure changes after the zoning permit has been issued, an amended application is required and will include a fee equal to the original zoning application. Following the amended application, a zoning inspection will be completed.

4) Attach either a survey plat OR a hand drawn sketch of the property. On the plat or sketch, identify the location of all existing structures, proposed structure, proposed setbacks, and any roads/right-of-ways/easements.

5) If this application is for a new home, you must provide a copy of the deed to the property.

6) If you are creating a new entrance off of a state-maintained road, you must attach a copy of the approved Virginia Department of Transportation (VDOT) entrance permit. For further information on this, please call (540) 434-2586.

7) In addition to zoning approval, you will need health approval from the Page County Health Department, including farm buildings. They can be reached at (540) 743-6528.

8) A soil and erosion permit may also be required prior to any excavation, as well as a building permit; therefore, no work shall begin prior to making an application for zoning. They can be reached at (540) 743-6674.

9) The fee for construction started prior to permit being issued are double the initial fee established per §125-50 of the Page County Zoning Ordinance.

10) If work has not been started, zoning permits become null and void after six (6) months from issuance. Permits can be renewed for one additional six (6) month period.

11) All zoning applications will be considered according to the order which they are received. Please note the inspection could take up to two weeks.

12) Additional information may be required if the Zoning Administrator determines it necessary to ensure conformance with, and to provide enforcement of the Page County Zoning Ordinance.

13) If you have any questions, please call our office at (540) 743-1324 or (540) 743-6674, Monday through Friday, between the hours of 8:00 a.m. to 4:00 p.m.

Revised 10/19/18

PAGE COUNTY SETBACK REQUIREMENTS

ZONING DISTRICT	FRONT**	SIDE	REAR	MINIMUM DISTANCE BETWEEN BUILDINGS
AGRICULTURE (A-1) (New Dwelling, Addition to Existing Dwelling, Porch)	50 feet	20 feet	50 feet	5 feet
AGRICULTURE (A-1) (New Accessory Structure, Addition to Existing Accessory Structure, Deck)	50 feet	15 feet	15 feet	5 feet
WOODLAND-CONSERVATION (W-C) (New Dwelling, Addition to Existing Dwelling, Porch)	50 feet	20 feet	50 feet	5 feet
WOODLAND-CONSERVATION (W-C) (New Accessory Structure, Addition to Existing Accessory Structure, Deck)	50 feet	15 feet	15 feet	5 feet
PARKS-RECREATION (P-R) Any land not owned by the US Federal Government or the VA State Government in this district shall be subject to all requirements of the W-C district.	---	---	---	---
COMMERCIAL (C-1) (Any Structures)	40 feet	25 feet	25 feet	30 feet
INDUSTRIAL (I-1) See §125-13 (E) for further setback restrictions in addition to the following:	40 feet	20 feet	20 feet	5 feet
RESIDENTIAL WITH PUBLIC WATER AND SEWER (R) (New Dwelling, Addition to Existing Dwelling, Porch)	35 feet	15 feet	35 feet	5 feet
RESIDENTIAL WITH PUBLIC WATER AND SEWER (R) (New Accessory Structure, Addition to Existing Accessory Structure, Deck)	35 feet	10 feet	10 feet	5 feet
RESIDENTIAL WITH PUBLIC WATER OR SEWER (R) (New Dwelling, Addition to Existing Dwelling, Porch)	35 feet	15 feet	35 feet	5 feet
RESIDENTIAL WITH PUBLIC WATER OR SEWER (R) (New Accessory Structure, Addition to Existing Accessory Structure, Deck)	35 feet	15 feet	15 feet	5 feet
RESIDENTIAL WITH ONSITE WELL AND SEPTIC (R) (New Dwelling, Addition to Existing Dwelling, Porch)	35 feet	15 feet	50 feet	5 feet
RESIDENTIAL WITH ONSITE WELL AND SEPTIC (R) (New Accessory Structure, Addition to Existing Accessory Structure, Deck)	35 feet	15 feet	15 feet	5 feet

FRONT SETBACK IS FROM THE RIGHT-OF-WAY OF THE ROAD.

DECKS, PORCHES, AND ABOVE GROUND POOLS MAY EXTEND NO MORE THAN FIVE FEET INTO ANY YARD SETBACK.

NO DETACHED ACCESSORY BUILDING SHALL BE ERECTED WITHIN FIVE (5) FEET OF ANY OTHER BUILDING.

PAGE COUNTY ZONING PERMIT APPLICATION

1) **The applicant is the:** ☐Owner ☐Lessee ☐Agent for Owner/Lessee

Owner	Lessee (if applicable)
Name:	Name:
Mailing Address:	Mailing Address:
Phone Number:	Phone Number:
Email (Optional):	Email (Optional):

2) **Site Address of Construction:**

_____

3) **Please provide detailed directions to the site:** _____

_____

_____

_____

4) **Tax Map Number (Office staff can provide):** _____

5) **Size of Property:** _____

6) **Is property located in a subdivision?** ☐Yes ☐No
If yes, which one: _____

7) **Is property located in the floodplain?** ☐Yes ☐No

8) **Is this application the result of receiving a violation notice?** ☐Yes ☐No

9) **Water and sewage source for the property:**
☐Private Well ☐Private Septic ☐Public Water ☐Public Sewer ☐None

10) **Is a new entrance being created off of a state maintained road?** ☐Yes ☐No

11) **Current use of property (Ex: Vacant, Residence, Farming, etc.):** _____

12) **List existing structures that are currently on the property:**

_____

13) **Proposed Structure (Ex: New Home, Addition, Porch, Deck, Accessory Building, etc.):**

_____

14) **The proposed structure will be used for the following: Residence, Storage of Hay, Household Storage, etc.**

_____

15) **Will the proposed structure or property be used for any type of business? Business uses may include, but is not limited to: cabin rental(s), farming operation, home occupation, virtual business, etc.?**
☐Yes ☐No *If yes, please describe of business:* _____

16) **Dimensions of Proposed Structure:** _____

17) **Height of Proposed Structure:** _____ feet

18) **The property is Zoned (Office staff can provide):**

☐Agriculture (A-1) ☐Woodland-Conservation (W-C) ☐Residential (R)
☐Commercial (C-1) ☐Industrial (I-1) ☐Park-Recreation (P-R)

19) **Refer to the Page County Setback Requirements (attached) and fill in the required and proposed setbacks for the property.**

REQUIRED minimum setbacks:	**PROPOSED minimum setbacks:**
Front: _____ feet	Front: _____ feet
Rear: _____ feet	Rear: _____ feet
Left Side: _____ feet	Left Side: _____ feet
Right Side: _____ feet	Right Side: _____ feet

20) **Distance to closest building:** _____ feet

21) **Is the proposed structure staked off AND have the property lines been flagged as described on the instruction sheet?**
(NOTE: As stated on the instruction sheet, if the property is not staked and flagged at the time of inspection, a second trip fee, equal to the fee amount for the initial application will be charged).
☐Yes ☐No If no, indicate date it will be ready for inspection: _____

22) **Estimated cost of construction:** _____

I (we), the undersigned, do hereby certify that the above information is correct and true. I (we) further understand that in granting approval of this application, the Board of Supervisors and/or Zoning Administrator may require that I (we) comply with certain conditions and that such approval shall not be considered valid until these conditions are met.

_____ _____
Signature of Owner (if applicable) ***Date***

_____ _____
Signature of Lessee (if applicable) ***Date***

_____ _____
Signature of Agent for Owner/Lessee (if applicable- see below) ***Date***
If agent for owner, please provide the following information:
Mailing address of agent for owner: _____
Phone Number of agent for owner: _____

I, _____ hereby certify that the proposed structure is not under or close to any power lines. I understand that this is my responsibility as the owner or applicant and any costs associated to negligence will be my responsibility. **If you have questions or are uncertain of location of overhead or underground power lines, please contact SVEC at 1-800-234-7832.

If you do not have a recorded survey plat of the property, draw a site plan below. The following items shall be included on the site plan:

- Roads/ Right-of-Ways/ Driveways/ Easements
- Existing structures currently on the property
- Proposed structure INCLUDING square footage from all property lines, existing structures, AND any right-of-ways/ driveways/easements/roads.

OFFICE USE ONLY:

Date Application Received: _____ Permit Number: _____ Staff initials: _____ Application Fee: _____

Date Paid: _____ ☐Check #:_____ ☐Debit Card ☐Credit Card ☐Cash

Comments: _____

_____

Permit #: _____

In order to obtain a permit through the Planning, Building & Zoning Department (according to Title 36, Chapter 6 of the Code of Virginia) the Treasurer's Office will verify that taxes are current, or arrangements have been made to handle delinquencies prior to a permit being issued.

Please complete the following:

Contractor/Agent: _____

Map/Parcel # (where work will be performed): _____

Owners Name: _____

Address (where work will be performed): _____

_____

_____

****

TO BE COMPLETED BY THE PAGE COUNTY TREASURER'S OFFICE

ISSUE PERMIT: _____ DENY PERMIT: _____

Signature: _____ **Date:** _____

Building Permit Application

Property Location

E911 Address: _____

Tax Map Number: _____

What is currently on the property? _____

Directions to Property: _____

_____

Permit #:	
Date Received:	
Staff Initials:	

The applicant is the: ☐Owner ☐Lessee ☐Agent for Owner/Lessee | **Code Year:** ☐ 2015

Owner	**General Contractor**
Name:	Name:
Mailing Address:	Mailing Address:
Phone Number:	Phone Number:
Email (Optional):	Email (Optional):
	State Lic. #: Exp Date:
Lessee if applicable	**Mechanic's Lien Agent**
Name:	Name:
Mailing Address:	Mailing Address:
Phone Number:	Phone Number:

Description of work to be completed: _____

Intended Use: _____ ☐Residential ☐Commercial ☐Change of Use from _____ to _____

☐New Home ☐Addition ☐Accessory ☐Alteration ☐Remodel/Repair ☐Foundation Only ☐Masonry Chimney/Fireplace

☐Stick Built ☐Modular (# sections ____) ☐Singlewide ☐Doublewide ☐Above Ground Pool ☐In Ground Pool

Water/Sewer: ☐Public Water ☐Public Sewer ☐Onsite Well ☐Onsite Septic ☐Community Well

Dimensions of Structure: Length _____ x Width _____ Height _____	**Total Square Footage:** _____
No. of Stories: _____ **Basement:** _____ x _____ ☐Finished ☐CS only	**Garage:** _____ x _____ # of cars: _____
Decks: Front: _____ x _____ Rear: _____ x _____ Side: _____ x _____	**Porches:** Front: _____ x _____ Rear: _____ x _____ Side: _____ x _____

Exterior Features (New Construction)	**Interior Features (New Construction)**
Foundation: ☐Cinderblock ☐Concrete ☐Superior Walls ☐Other: _____	# of rooms: ____ Bedrooms: ____ Bathrooms: ____ ½ Baths: ____
	Walls: ☐Drywall ☐ Paneled ☐ Plaster ☐Other: _____
Walls: ☐Frame ☐Brick ☐Alum ☐Vinyl ☐Log ☐Stone ☐Cedar ☐Other: _____	**Floors:** ☐Wood ☐Carpet ☐Vinyl ☐Concrete ☐Tile
	Heat: ☐Forced Air ☐Baseboard ☐Hot Water ☐Floor Furnace
Roof: ☐Gable ☐Hip ☐Flat/Shed ☐Other: _____	☐Wall Furnace ☐Space Heat ☐Heat Pump ☐Radiant Floor
Roofing Material: ☐Asphalt ☐Metal ☐Other: _____	**Fuel:** ☐Electric ☐Oil ☐Gas ☐Wood/Coal ☐None
Skirting (Manufactured Home): _____	

Est Value of Construction (Materials & Labor): $ _____

Electrical Permit	**Work Request #:** _____
Contractor Name: _____	☐Residential ☐Commercial
Mailing Address: _____	☐Stick Built ☐Modular ☐Manufactured
_____	☐New Home ☐Addition ☐Garage ☐Accessory ☐Pool
Phone Number: _____	☐New Service ☐Upgrade ☐Reconnect ☐Remodel/Repair
Email (Optional): _____	☐ Interior Wiring ☐Utility Pole ☐Temp. Pole ☐Sign
State Lic #: Exp Date:	☐Standby Generator ☐Constr. Trailer ☐Sub-Panel (# ____)
Size of Service: _____ amps	☐Alarm System # ___ Pull Stations ☐Alarm Test ☐Sewer Pump
Commercial Applicants Only	☐Solar (# of panels _____) ☐Battery Back Up
Motors: _____ Sub-Panels: _____ Panelboards: _____ Receptacles: _____ Lights: _____ Switches: _____ Pole Lights: ____	**Est Value of Work (Materials & Labor): $** _____

Mechanical Permit	**New Installs must provide a load calculation prior to inspection**	
Contractor Name: _____		☐Residential ☐Commercial
Mailing Address: _____		☐Stick Built ☐Modular ☐Manufactured
_____		☐New Home ☐Addition ☐Garage ☐Accessory
Phone Number: _____		Non-Fuel Fired System:
Email (Optional): _____		☐Heat Pump/AC Unit (# units ___) ☐Ductwork ☐ Load calc. prov
State Lic #: Exp Date:		☐Mini-Split System -- Condensers # ___ Evaporators # ___
Commercial Applicants Only		Fuel Fired System:
☐Hood System ☐Hood Test	☐Roof Top H/C Unit (# ____)	Appliances # _____ ☐Tank ☐Exterior Line ☐Interior Line
☐Sprinkler System	Storage Tank: ☐Install (# ___)	☐Gas ☐Oil ☐Furnace ☐Boiler - BTUs _____
☐Standpipe - ☐Wet ☐Dry	☐Remove (# ___)	☐Chimney/Fireplace (gas vent non-masonry) ☐ Chimney Liner/Relining
☐Fire Pump ☐Test	☐Duct Heater (# ___)	
Elevators: ____ Freight Lift: ____ Chair Lift: ____ Escalator: ____ Dumbwaiter: ____ Hoist Way: ____ Man Lift: ____ Conveyor: ____		**Est Value of Work (Materials & Labor): $** _____

Plumbing Permit	
Contractor Name: _____	☐Residential ☐Commercial
Mailing Address: _____	☐Stick Built ☐Modular/Manufactured Tie-In
_____	☐New Home ☐Addition ☐Garage ☐Accessory
Phone Number: _____	☐New Plumbing ☐Remodel # of Plumbed Rooms _____
Email (Optional): _____	☐Basement/Garage Rough-In ☐Groundworks Only
State Lic #: Exp Date:	☐Town Water/Sewer Connection (Town of _____)
Commercial Applicants Only	
# Fixtures: _____ # Drains: _____ # Traps: _____ # Sewer Connections: _____	**Est Value of Work (Materials & Labor): $** _____

Office Use Only	Calculations:
Plans Reviewed and Approved By:	
Fees:	
Review _____	
Building _____	
Electrical _____	
Mechanical _____	
Plumbing _____	
Penalty _____	I, _____ hereby certify that the proposed structure is not under or close to any power lines. I understand that this is my responsibility as the owner or applicant and any costs associated to negligence will be my responsibility. ** If you have questions or are uncertain of location of overhead or underground power lines, please contact SVEC at 1-800-234-7832. **
In Lieu Of _____	
Total Fees: $ _____	
☐Check # _____ ☐Cash ☐DC ☐CC	
Verified taxes paid _____	

I hereby certify that I have the authority to make the foregoing application, that the information given is true and correct and that the construction will conform to the regulations in the Uniform Statewide Building Code.

_____ _____ _____

Applicant's Name (Printed) Applicant's Signature Date

Revised 7/16/2019

CONSTRUCTION DOCUMENT REQUIREMENTS FOR SUBMITTAL
All information provided on the construction plans shall be clear and legible.

Plans review will be delayed if all the required information is not documented on the plans. Residential and Commercial plans shall include the following details:

DRAWINGS SIZE/PLANS
- ☐ *Clear and legible plans – minimum ¼" scale or equivalent*
- ☐ *Provide 2 Sets of Plans*
- ☐ *Plans must be signed by the individual (not company) responsible for the design, including the Individual's occupation and address (54.1-402 Code of Virginia)*

FOOTING
- ☐ Width and thickness of the footing
- ☐ Details shall include foundation wall information
- ☐ Location of all columns, pier footings
- ☐ Piers footings and columns shall be sized to accommodate all point loads
- ☐ Slab thickness if applicable

FOUNDATION
- ☐ Type (i.e. Poured, CMU, etc.)
- ☐ Foundation wall width, height, and footprint dimension
- ☐ Details shall include reinforcement size/location and drainage system type and details
- ☐ Amount backfill against basement walls
- ☐ All point loads shall be identified

FLOOR FRAMING
- ☐ Type, Lumber Grade, Nominal Size, and on-center spacing required for all framing members
- ☐ Direction of run for framing members
- ☐ Plan details shall show entire floor framing system of each floor level. All beam, girders and the location of bearing points.
- ☐ Provide copies of all manufactured *beam* details, if applicable
- ☐ Provide copy of manufactured floor system showing each floor level, if applicable
- ☐ Habitable attics require a minimum of 30 lb. per square foot floor loading
- ☐ All point loads shall be identified

WALL FRAMING
- ☐ Stud nominal size, height, and on center spacing
- ☐ Bearing and nonbearing wall locations
- ☐ Opening sizes/door and window sizes
- ☐ All wall headers identified
- ☐ Window and Door Schedule
- ☐ Wind bracing plan identifying design approach, wall identification and length, panel location, nailing patterns and wall headers identified
- ☐ Walls more than 12' in height required a Virginia Registered Design Professional to design the wall framing for wind bracing
- ☐ All point loads shall be identified

ROOF FRAMING
- ☐ Rafter nominal size, on center spacing, and length
- ☐ Direction of run for framing members
- ☐ Collar ties and/0or ceiling joist nominal size, spacing, and length
- ☐ Ridge(s) identified
- ☐ All hips, valleys, gables, and bearing points identified

- ☐ Manufacturer's design showing truss location and design for Engineered Roof Truss System
- ☐ Detailed individual truss details are required for all designs with more than one ridge line
- ☐ Overbuild(s) rafter size and spacing
- ☐ All point loads shall be identified

FLOOR PLANS

- ☐ Floor plan(s) show each level of the structure, including basements, unfinished areas, habitable attics, and bonus rooms
- ☐ All rooms/areas labeled to identify the use, i.e. bedroom, kitchen, recreation rooms
- ☐ All window and door locations clearly marked
- ☐ Habitable Attic areas 70 square foot or larger and 7' ceiling heights require code compliant stairs

ELEVATIONS

- ☐ Details shall include exterior elevations indicating wall/floor heights. Elevations shall include windows and door locations.

ENERGY CODE REQUIREMENTS

- ☐ All projects (new & remodels) for all heated/conditioned areas require compliance with the R-values in the table to the right
- ☐ The buildings thermal envelope shall be represented on the drawings
- ☐ Unheated structures and areas such as garages, sunrooms, and seasonal structures that are not conditioned shall be clearly identified as such
- ☐ Basement remodeling projects shall clearly identify any existing insulation and any additional or new insulation being installed. Indicate the new and existing insulation R-values.

Building Assemblies	Minimum R-Value
Walls (R-value)	R-15 or R-13 +R-1[H]
Floors (R-value)	19
Ceiling (R-value)[B]	38
Ceiling (R-value)[G]	30
Basement Walls (R-value)	10 continuous or 13 cavity fill
Crawl Space Walls (Conditioned)[C]	10 continuous or 13 cavity fill
Concrete Slab (less than 24" below grade)	10, 2 ft
Slab (R-value) – Heated	15, 2 ft
Mass Wall (R-value)[D]	8/13[F]
Windows (U-factor)[E]	0.35
Skylights (U-factor)[E]	0.55 max
Doors (U-factor)[E]	0.35
Hinged vertical attic access doors	R-5
Pull down attic access stairs	R-5 Rigid 75% of panel area

- ☐ Heating and cooling equipment to be sized in accordance with ACCA Manual S based on building loads calculated in accordance with ACCA Manual J or other approved heating and cooling calculation methodologies. Ducts and air handlers *outside* the building thermal envelope shall be pressure tested to determine air leakage.

MODULAR HOMES

- ☐ Plans must be approved by a compliance assurance agency
- ☐ Plans must be labeled and dated with the approval date
- ☐ All work performed on-site or by others shall be detailed as required for new construction listed above (basement, porches, crawlspaces, unfinished area, garages, etc.)

ACCESSORY STRUCTURE

- ☐ Structures 256 square feet and larger require a permanent foundation detail
- ☐ Virginia Registered Design required on all metal building structures and carports
- ☐ Pole buildings exceeding 400 square foot in area required design professional to design the structure

COMMERCIAL BUILDING PLANS (not required for Single Family Dwellings)

- ☐ In addition to the above requirements, commercial projects shall include:
- ☐ Current Model Code edition
- ☐ Design Loads of the structure (Section 1603)
  - Wind loads 115 v^{ult}
  - 35 lb ground snow (40 Pg in higher elevations)
  - Seismic Category B
  - Risk Category Section
  - Design Load Bearing Value of Soil
- ☐ Floor Live Loads
- ☐ Use Group as defined in Virginia Construction Code Section 302
- ☐ Type of Construction as defined in Virginia Construction Code Section 601
- ☐ Height and area (proposed and allowed) per Virginia Construction Section 503
- ☐ Required fire protection systems as listed in Virginia Construction Code Section 901
- ☐ Plans are sealed by a Virginia Registered Design Professional as required under Virginia Code 54.1-402
- ☐ Occupant load of tenant area(s) and total building occupant load (T1004.1.2)
- ☐ Floor design loads as required for the use of the space
- ☐ Fire exiting plan that clearly identifies the required exits, number of occupants traveling to the exit, and total travel distance for the occupants.
- ☐ Floor Plan indicating the use of each area/room; Dimensions of all rooms, hallways, and doors measured from finished materials
- ☐ Fire resistive construction and fire protection systems. Full details of firewalls, fire partitions, etc. (ex: UL Design details for nailing patterns, drywall installation, size of air space, etc.)
- ☐ Door Schedule indication size of door, hardware and rating
- ☐ ICC ANSI A117.1 Accessible Provisions:
  - Dimension the floor plan and provide measurements from finished materials for hallways, corridors, ramps, stairways, etc.
  - Restroom floorplan and elevations (min ¼" scale or larger; please provide dimensions if not to scale)
  - Depth and width, measured from finished material to finished material on restroom partitions, if provided
  - On-Center spacing of fixtures from finished walls to other fixtures or walls
  - Provide a 60" turning radius inside restroom
  - Provide clear floor space for required accessible fixtures including water closets, sinks, urinals
  - Interior wall elevation detailing mirror height, sink height, grab bar locations
  - Clear floor approach for all doors (404.2.3.2)
  - Customer Service Counters maximum height is 36" for a minimum of 36" length

County of Page
Planning & Community Development
103 S Court Street, Suite B
Luray, VA 22835
Phone: (540) 743-6674 Fax: (540) 743-1419

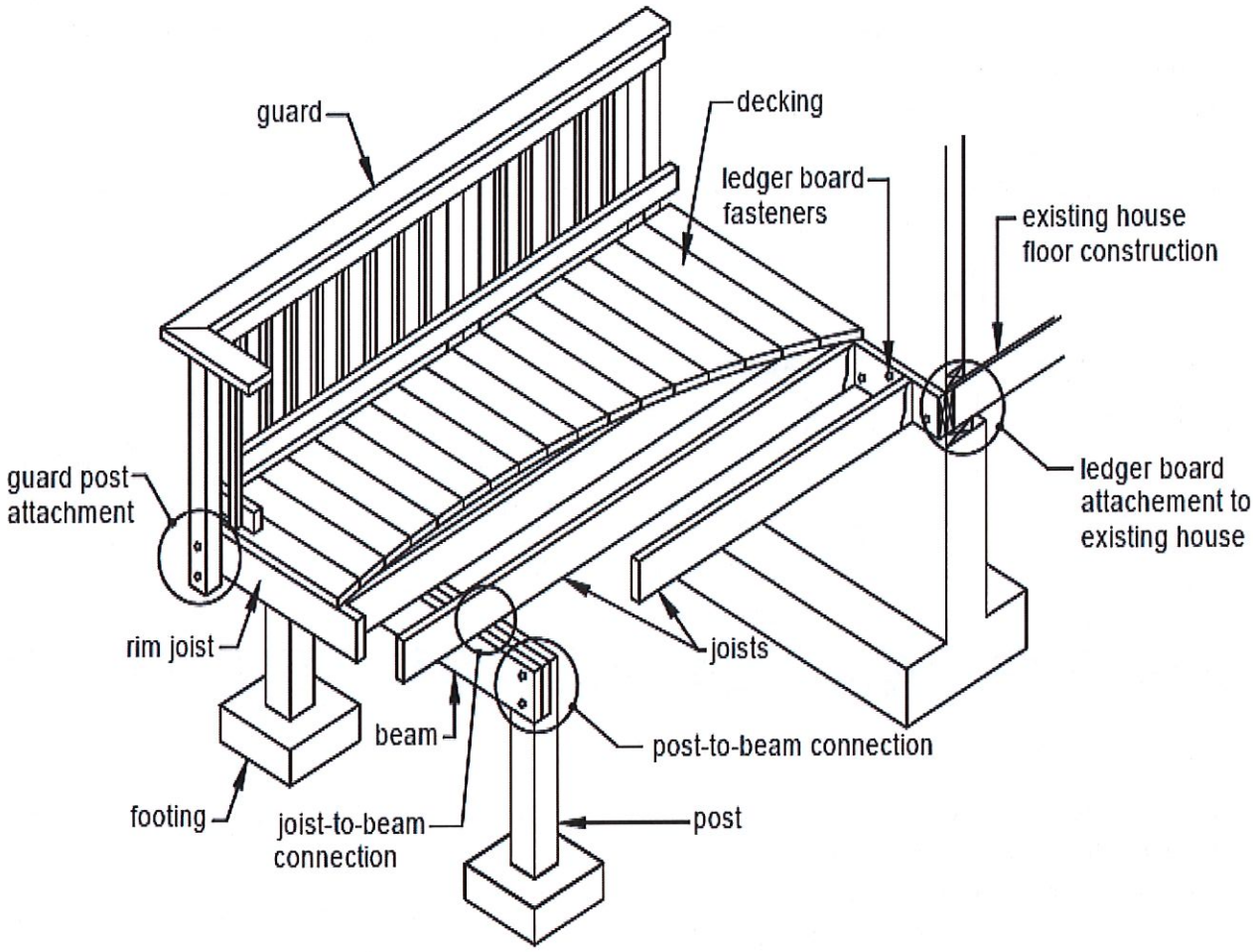
Typical Deck Details

Based on the 2015 Virginia Residential Code

The design details in this document apply to residential decks only. Framing requirements are limited to single span, single level decks. Construction must not deviate from the details herein unless prior approval is obtained by the county.

THIS GUIDE IS PART OF THE APPROVED PLAN.
A COPY OF THIS DOCUMENT MUST BE ON THE JOB SITE
AND AVAILABLE DURING EACH REQUIRED INSPECTION.

Typical Deck Details



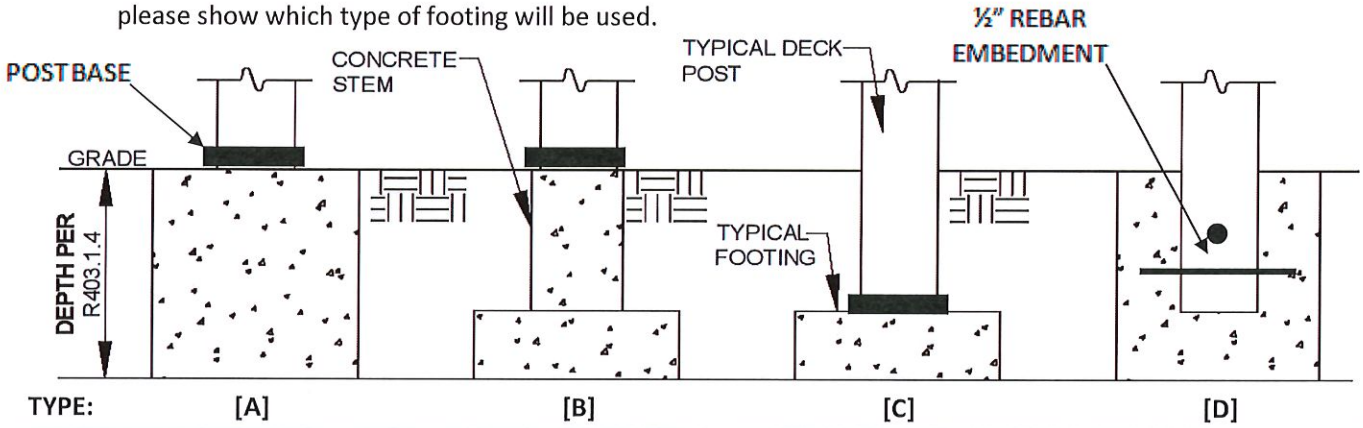
All residential decks constructed in Page County must comply with the 2015 International Residential Code (IRC) and the 2015 Virginia Uniform Statewide Building Code amendments to the 2015 IRC. This guide is for general assistance and specific questions and concerns must be addressed on **your submitted construction drawings**. To apply for a building permit you will need two sets of construction drawings. You will be asked to provide a copy of your Zoning Approval if your project is located in one of the towns located in Page County. If your project is located in the county, you will be asked to complete a **Zoning Application** when you apply for your building permit. You will also be asked to provide all contractor information if you are not building this deck yourself.

The following information is provided for your assistance in preparing your construction drawings for review and approval by this office. Any questions may be addressed by calling our office at 540-743-6674.

FOOTINGS

Footings shall be constructed in accordance with the requirements below:

- Footings shall bear on solid ground at a minimum of 24 inches below grade for frost protection **(R403.1.4)**. Footings shall be deeper if solid ground is not found. Bearing conditions must be verified by the Building Inspector prior to placement of concrete.
- **(R403.1.1)** The size of footings supporting piers and columns shall be based on the tributary load and allowable soil pressure in accordance with **Table R401.4.1**.
- Detail below is an illustration of the four types of pier footings that are acceptable. In your submittal drawings, please show which type of footing will be used.

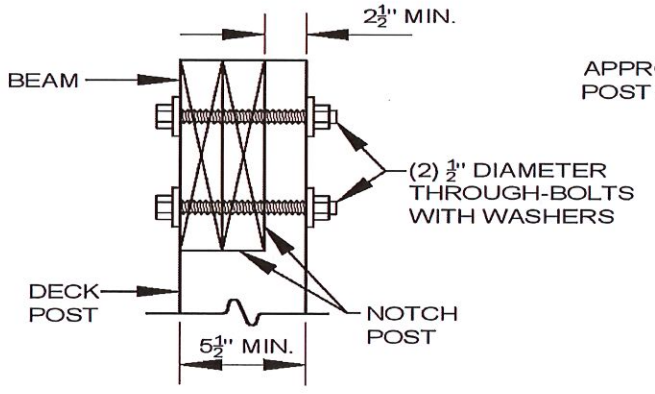


POSTS

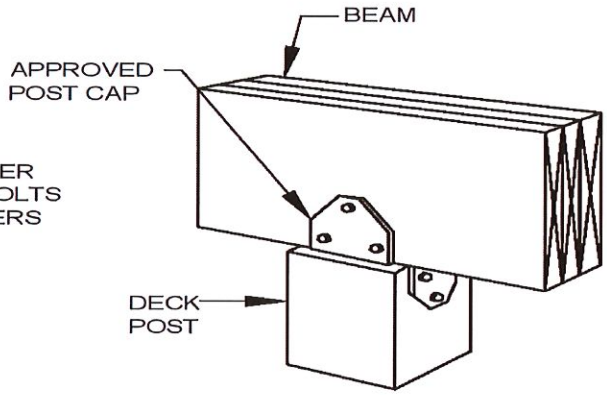
Posts and post connections shall meet the requirements listed below:

- Refer to Table R507.8 for post sizing based on height from grade to underside of deck beam. Posts that are over listed heights require an engineered design.
- Per **R507.8.1**, Posts shall be restrained from lateral displacement at the footing. Lateral restraint shall be provided by manufactured connectors or by minimum post embedment of 12 inches in surrounding soils or concrete piers.
- Deck beam to deck post shall be connected together by either a post cap or by a notched post to accommodate all plied of the deck beam and bolted together in accordance with **Figure R507.7.1**. Do not notch 4x4 posts.

TABLE R507.8: MAXIMUM POST HEIGHT	
Post Size	Maximum Height
4x4	8'-0"
4x6	8'-0"
6x6	14'-0"



NOTCHED POST



POST CAP

LEDGER CONNECTION TO HOUSE

Below are the general requirements for ledger boards that are positively connected to the house. Code compliance is critical to ensure the safety and structural stability of your deck. Ledger connections are the leading cause of deck failure.

- Girders supporting deck joists shall not be supported on deck ledgers or band joists. Ledger board shall not be supported on stone or masonry veneer **(R507.2.2)**.
- The ledger board shall be attached in accordance with **Table R507.2**, **Table R507.2.1**, and **Figure R507.2.1 (1)**.
- Deck ledger shall be a minimum of 2x8 pressure-preservative treated No.2 grade lumber.
- 2x2 ledger strips are not permissible. Joists shall have full bearing or in a joist hanger. **(R507.7)**
- It is apparent that we determine what the ledger will be fastened to and if that cannot be verified the deck shall be a self-supporting structure **(R507.2.1 (1))**.
- Deck lateral load devices are required for decks that cannot be positively anchored to withstand lateral movement as specified in **R507.1**. Lateral load devices shall be designed to withstand 1500 pounds and installed in two locations minimum.

TABLE R507.2: DECK LEDGER CONNECTION TO BAND JOIST[A,B]
(Deck live load = 40 psf, deck dead load = 10 psf, snow load ≤ 40 psf)

CONNECTION DETAILS	JOIST SPAN						
	6' and less	6'1" - 8'	8'1" - 10'	10'1" - 12'	12'1" - 14'	14'1" - 16'	16'1" - 18'
	On-center spacing of fasteners						
½-inch diameter lag screw with ½-inch maximum sheathing[c,d]	30	23	18	15	13	11	10
½-inch diameter bolt with ½-inch maximum sheathing	36	36	34	29	24	21	19
½-inch diameter bolt with 1-inch maximum sheathing[e]	36	36	29	24	21	18	16

For SI: 1 inch = 25.4 mm, 1 foot + 304.8 mm, 1 pound per square feet = 0.0479 kPa.

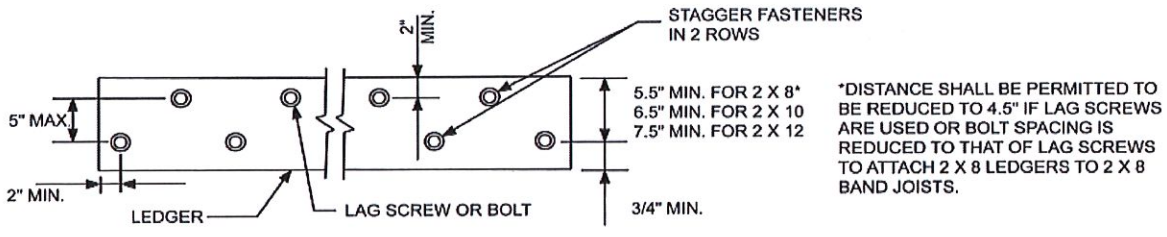
a. Ledgers shall be flashed in accordance with Section R703.4 to prevent water from contacting the house band joist.
b. Snow load shall not be assumed to act concurrently with live load.
c. The tip of the lag screw shall fully extend beyond the inside face of the band joist.
d. Sheathing shall be wood structural panel or solid saw lumber.
e. Sheathing shall be permitted to be wood structural panel, gypsum board, fiberboard, lumber or foam sheathing. Up to ½-inch thickness of stacked washers shall be permitted to substitute for up to ½ inch allowable sheathing thickness where combined with wood structural panel or lumber sheathing.

TABLE R507.2.1: Placement of Lag Screws and Bolts in Deck Ledgers and Band Joists

MINIMUM END AND EDGE DISTANCES AND SPACING BETWEEN ROWS				
	TOP EDGE	BOTTOM EDGE	ENDS	ROW SPACING
Ledger[a]	2 inches[d]	¾ inch	2 inches[b]	1 ⅝ inches[b]
Band Joist[c]	¾ inch	2 inches	2 inches[b]	1 ⅝ inches[b]

For SI: 1 inch = 25.4 mm.

a. Lag screw or bolts shall be staggered from the top to the bottom along the horizontal run of the deck ledger in accordance with Figure R507.2.1(1).
b. Maximum 5 inches.
c. For engineered rim joists, the manufacturer's recommendations shall govern.
d. The minimum distance from bottom row of lag screws or bolts to the top ledger shall be in accordance with Figure R507.2.1(1).



DECK BEAMS

Beams shall be designed and assembled in accordance with the requirements below:

- As shown in **Figure R507.6**, beam span is measured between the centerlines of the two adjacent posts and does not include the overhangs.
- Girders supporting deck joists shall not be supported on deck ledgers or band joists. **R507.2.2**.
- Beam size is determined using **Table R507.6**. Flush beams shall be greater or equal to the joist depth.
- As shown in **Figure R507.6**, beams may overhang past the center of the post up to one-fourth of the actual beam span.
- Beam plies shall be fastened with two rows of 10d nails minimum of 16 inches on center along each edge. This is for up to 3 plies.
- Deck beams with splices shall be located at an interior post location.

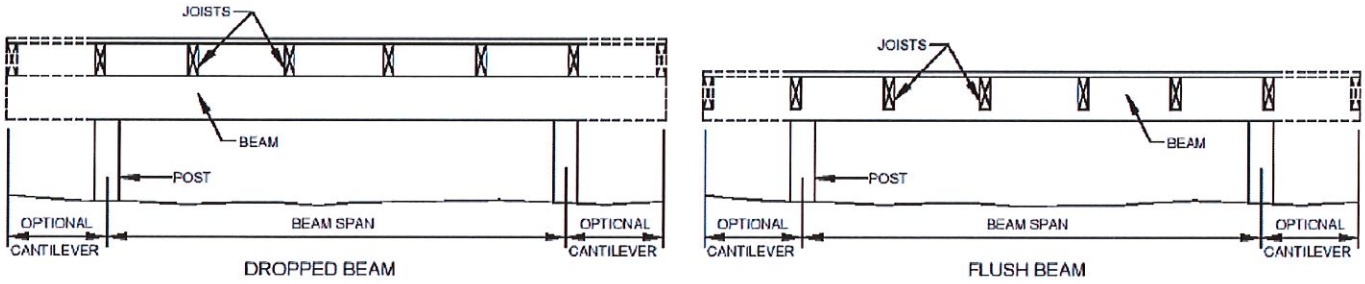


FIGURE R507.6
TYPICAL DECK BEAM SPANS

TABLE R507.6: DECK BEAM SPAN LENGTHS[a,b] (ft. – in.)

SPECIES[c]	SIZE[d]	DECK JOIST SPAN LESS THAN OR EQUAL TO: (feet)						
		6	8	10	12	14	16	18
Southern pine	2 – 2 x 6	6-11	5-11	5-4	4-10	4-6	4-3	4-0
	2 – 2 x 8	8-9	7-7	6-9	6-2	5-9	5-4	5-0
	2 – 2 x 10	10-4	9-0	8-0	7-4	6-9	6-4	6-0
	2 – 2 x 12	12-2	10-7	9-5	8-7	8-0	7-6	7-0
	3 – 2 x 6	8-2	7-5	6-8	6-1	5-8	5-3	5-0
	3 – 2 x 8	10-10	9-6	8-6	7-9	7-2	6-8	6-4
	3 – 2 x 10	13-0	11-3	10-0	9-2	8-6	7-11	7-6
	3 – 2 x 12	15-3	13-3	11-10	10-9	10-0	9-4	8-10
Douglas fir-larch[e], hem-fir[e], spruce-pine-fir[e], redwood, western cedars, ponderosa pine[f], red pine[f]	3 x 6 or 2 – 2 x 6	5-5	4-8	4-2	3-10	3-6	3-1	2-9
	3 x 8 or 2 – 2 x 8	6-10	5-11	5-4	4-10	4-6	4-1	3-8
	3 x 10 or 2 – 2 x 10	8-4	7-3	6-6	5-11	5-6	5-1	4-8
	3 x 12 or 2 – 2 x 12	9-8	8-5	7-6	6-10	6-4	5-11	5-7
	4 x 6	6-5	5-6	4-11	4-6	4-2	3-11	3-8
	4 x 8	8-5	7-3	6-6	5-11	5-6	5-2	4-10
	4 x 10	9-11	8-7	7-8	7-0	6-6	6-1	5-8
	4 x 12	11-5	9-11	8-10	8-1	7-6	7-0	6-7
	3 – 2 x 6	7-4	6-8	6-0	5-6	5-1	4-9	4-6
	3 – 2 x 8	9-8	8-6	7-7	6-11	6-5	6-0	5-8
	3 – 2 x 10	12-0	10-5	9-4	8-6	7-10	7-4	6-11
	3 – 2 x 12	13-11	12-1	10-9	9-10	9-1	8-6	8-1

For SI: 1 inch = 25.4 mm, 1 foot = 304.8 mm, 1 pound per square foot = 0.0479 kPa, 1 pound = 0.454 kg.

a. Ground snow load, live load = 40 psf, dead load = 10 psf, L/Δ = 360 at main span, L/Δ = 180 at cantilever with a 220-pound point load applied at the end.

b. Beams supporting deck joists from one side only.

c. No. 2 grade, wet service factor.

d. Beam depth shall be greater than or equal to depth of joists with a flush beam condition.

e. Includes incising factor.

f. Northern species. Incising factor not included.

DECK JOISTS

Deck joist shall be designed in accordance with the requirements below:

- Joist span is measured from centerline of bearing at each joist end and does not include the overhangs. Use **Table R507.5** to determine joist size as well as allowable cantilever lengths up to one-fourth of the joist span.
- Refer to **Figure R507.5** for typical joist span details.
- Deck joist shall be supported by deck beam by using joist hangers, or have full bearing on top of the beam. If full bearing on top of the beam, blocking shall be installed between joists to prevent overturning. **R507.7**

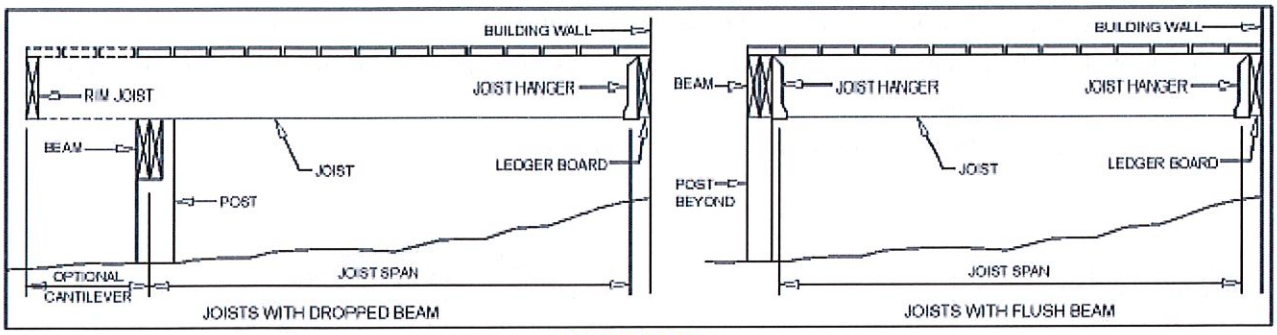


FIGURE R507.5
TYPICAL DECK JOIST SPANS

TABLE R507.5: DECK JOIST SPANS FOR COMMON LUMBER SPECIES (ft. – in.)

SPECIES[a]	SIZE	SPACING OF DECK JOISTS WITH NO CANTILEVER[b,f] (inches)			SPACING OF DECK JOISTS WITH CANTILEVERS[c] (inches)		
		12	16	24	12	16	24
Southern pine	2 x 6	9-11	9-0	7-7	6-8	6-8	6-8
	2 x 8	13-1	11-10	9-8	10-1	10-1	9-8
	2 x 10	16-2	14-0	11-5	14-6	14-0	11-5
	2 x 12	18-0	16-6	13-6	18-0	16-6	13-6
Douglas fir-larch[d], hem-fir[d], spruce-pine-fir[d]	2 x 6	9-6	8-8	7-2	6-3	6-3	6-3
	2 x 8	12-6	11-1	9-1	9-5	9-5	9-1
	2 x 10	15-8	13-7	11-1	13-7	13-7	11-1
	2 x 12	18-0	15-9	12-10	18-0	15-9	12-10
Redwood, western cedars, ponderosa pine[e], red pine[e]	2 x 6	8-10	8-0	7-0	5-7	5-7	5-7
	2 x 8	11-8	10-7	8-8	8-6	8-6	8-6
	2 x 10	14-11	13-0	10-7	12-3	12-3	10-7
	2 x 12	17-5	15-1	12-4	16-5	15-1	12-4

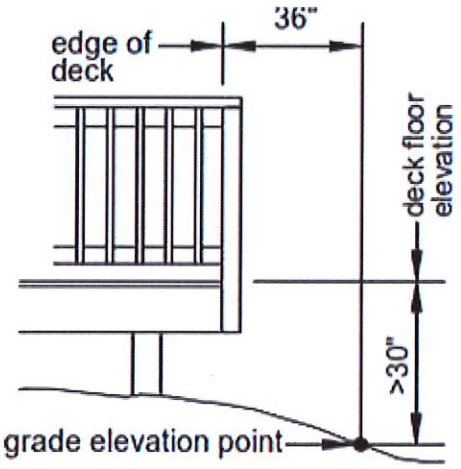
For SI: 1 inch = 25.4 mm, 1 foot = 304.8, 1 pound per square foot = 0.0479 kPa, 1 pound = 0.454 kg.

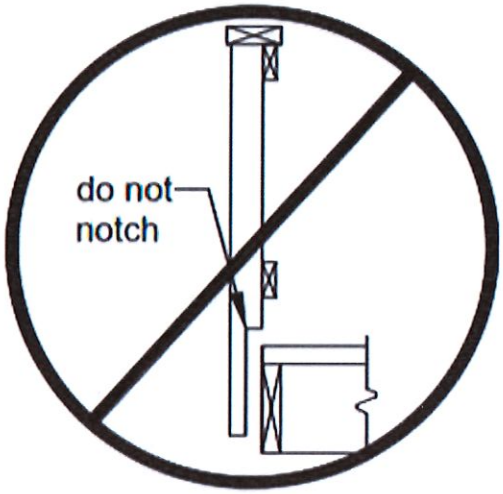
a. No. 2 grade with wet service factor.
b. Ground snow load, live load = 40 psf, dead load = 10 psf, L/Δ = 360.
c. Ground snow load, live load = 40 psf, dead load = 10 psf, L/Δ = 360 at main span, L/Δ = 180 at cantilever with a 220-pound point load applied to end.
d. Includes incising factor.
e. Northern species with no incising factor.
f. Cantilevered spans not exceeding the nominal depth of the joist are permitted.

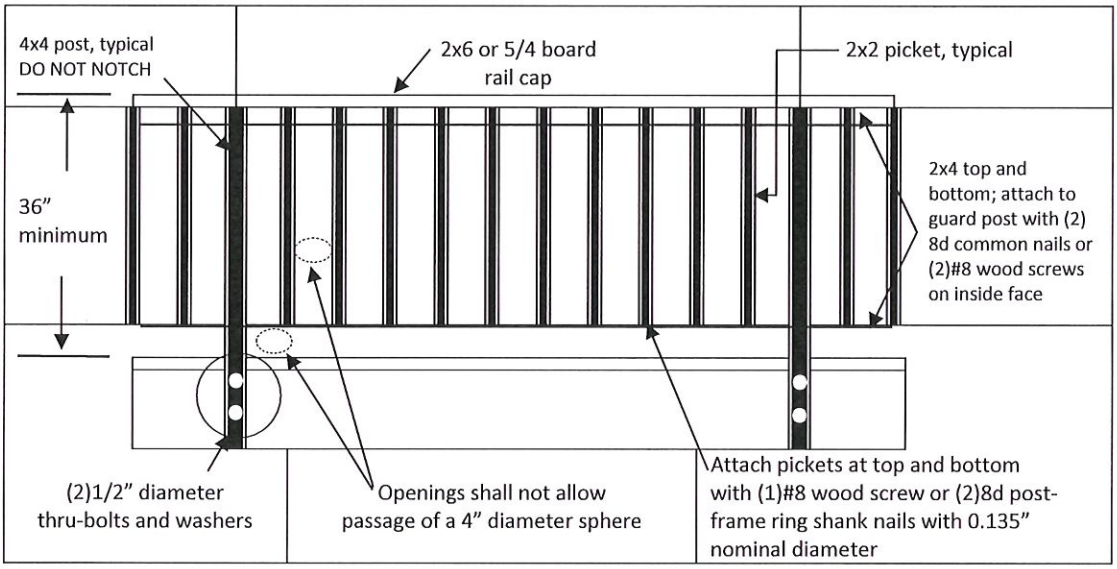
GUARDING

Guarding shall be installed in accordance with the requirements below:

- Guarding is required at decks that are constructed at a height 30" or greater, measured from top of the walking surface to grade. See illustration below. **R3.12.1.1**
- Height of guarding shall be 36" measured vertically above the walking surface to top of the railing. **R312.1.2**
- There shall be no openings that will allow a passage of a 4" sphere between them. **R312.1.3**
- Guard systems with a valid evaluation report from an accredited listing agency are permitted.
- Guard posts shall not be notched. They shall be attached by installing (2) ½" bolts or hold down anchors per manufacturer's specifications.
- Guardrails and posts shall be installed to withstand 200# live load. **Table R301.5**

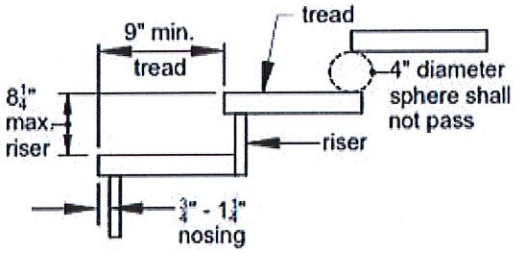






STAIRS

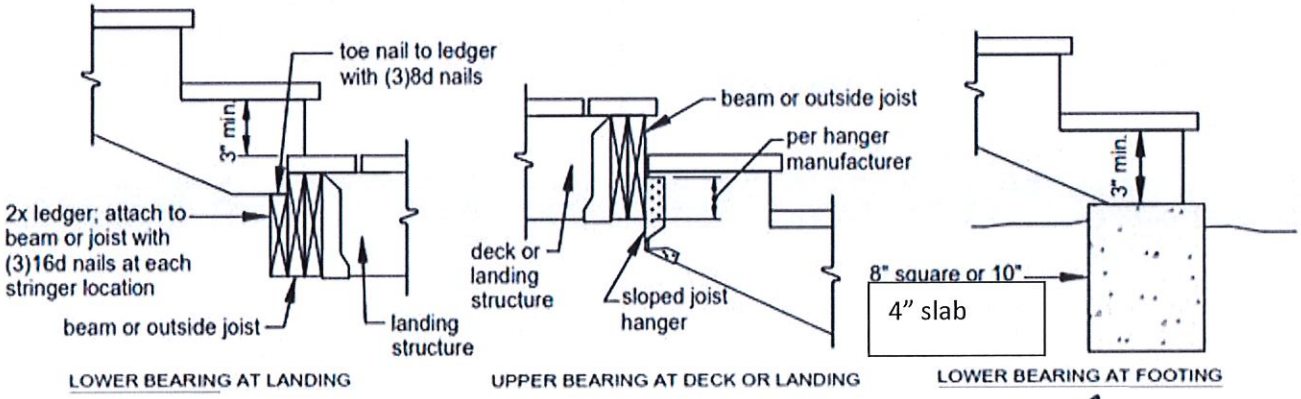
Stairs shall be constructed with the requirements below:



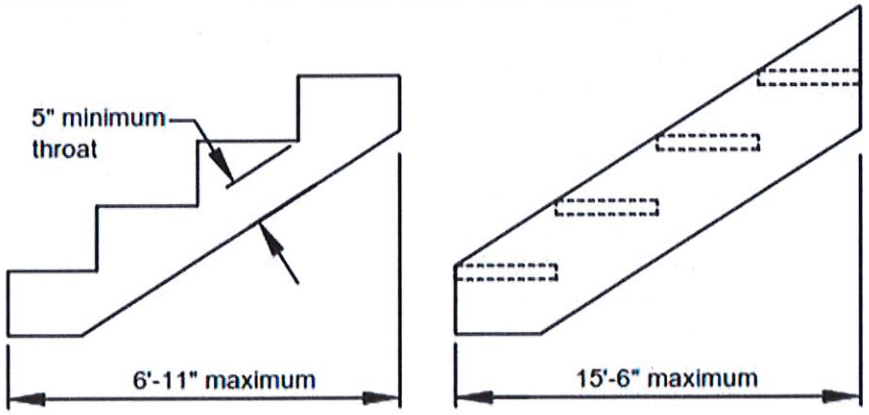
- The minimum stairway width shall be 36". **R311.7.1**
- Stair geometry & opening limitations shall meet the requirements as shown in the detail below. **R311.7.5.1 & R311.7.5.2**
- If the total vertical height of the stairway exceeds 12 feet, then a landing is required. **R311.7.3**
- Landing widths shall be equal to the total width(s) of the stairway(s) it serves. **R311.7.6**
- The triangular opening at the stair formed by the riser, tread and bottom rail of a guard, shall not allow the passage of a 6" diameter sphere. **R312.1.3**

Stair stringers shall be in accordance with the following requirements:

- Stringers shall be of sawn or solid 2x12's complying with the tread and riser geometry requirements.
- Stringers shall bear on footings to support a 40# live load or 300# concentrated load over 4 square inches per **R301.5**, or by the deck or landing they serve. See examples below.
- Stringer span length is measured using the horizontally projected distance between the centerlines of bearing at each end
- The span length of stringer shall not exceed 6 feet-11 inches, and the throat size of cut stringers shall not exceed 5 inches as shown below.
- The span length of a solid stringer with a width equal to 36 inches shall be permitted to have a horizontally projected span up to 15.5 feet when framed solely with two solid stringers. See example below.



LOWER BEARING AT LANDING | UPPER BEARING AT DECK OR LANDING | LOWER BEARING AT FOOTING

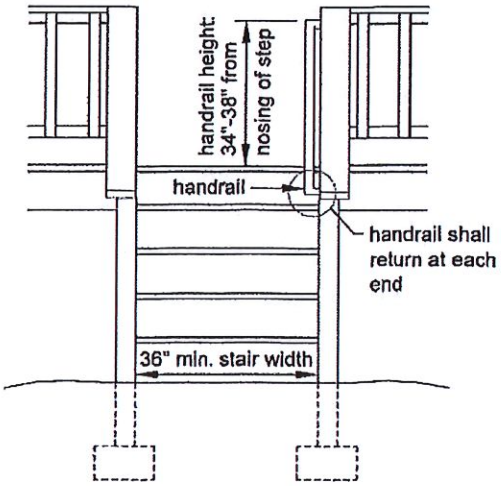


STRINGER SPAN | SOLID STRINGER EXCEPTION

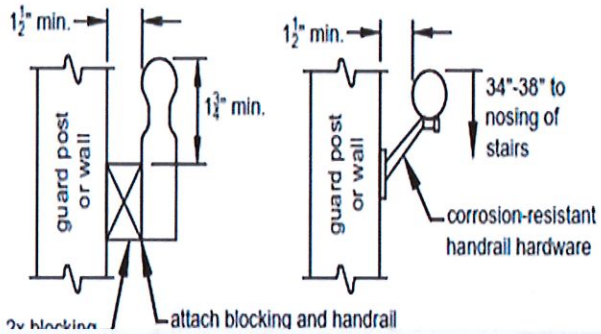
HANDRAIL

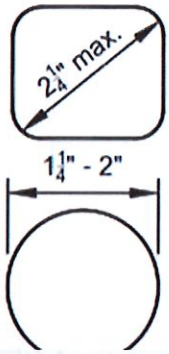
Handrails shall meet the requirements below:

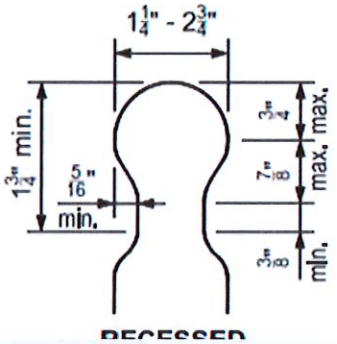
Figure 33. Miscellaneous Stair Requirements.



- Handrails are required when there are 4 or more risers. **R311.7.8**
- Handrail height shall be no less than 34 inches and no more than 38 inches, measured vertically from the top of the tread nosing. **R311.7.8.1**
- Handrails shall be continuous for the full length of the flight of the stairs and shall be returned or terminate into a newel post or safety terminal. **R311.7.8.2**
- Grip size of handrail shall be in accordance with examples below or for handrails with a perimeter greater than 6- ¼" shall have a graspable finger recess area on both sides of the profile. The finger recess shall begin with a distance of ¾" measured vertically from the tallest portion of the profile and achieve a depth of at least 5/16" within 7/8" inch below the widest portion of the profile. **Refer to R311.7.8.3 Note #2.**

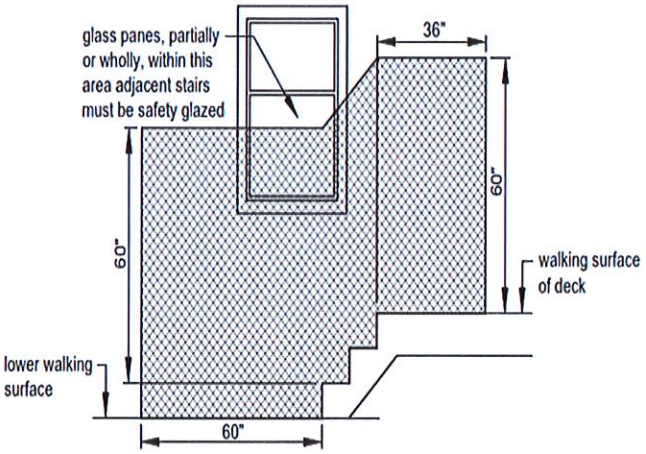






SAFETY GLAZING

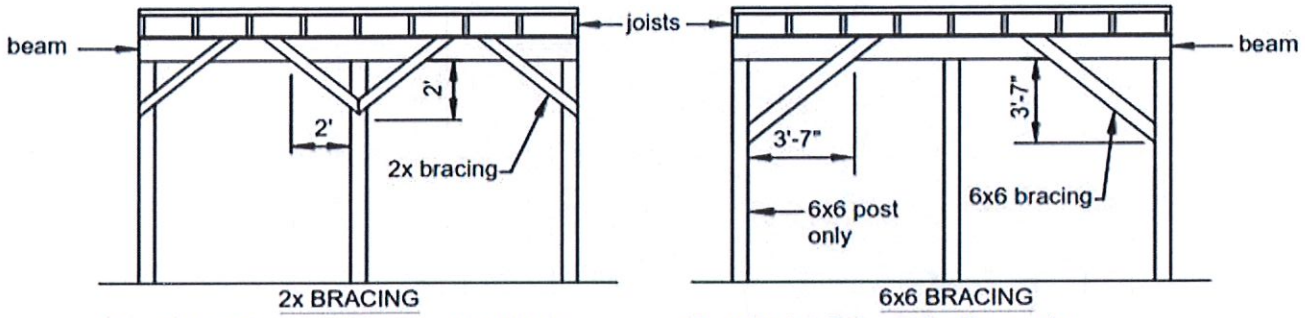
- To reduce injury due to an accidental impact, safety glazing in window and door glass is required when the existing house wall encloses any portion of the deck or acts as a barrier to stairs, landings and areas at the top and bottom of the stairs.
- **Windows adjacent stairway**. Individual panes, partially or wholly located in the hatched area shown in the example, must be safety-glazed. In the absence of safety glazing in a window adjacent a stairway, a stair guard must be constructed to separate the window from the stairway. In the absence of safety glazing in a window adjacent the 36-inch horizontal areas at the top or bottom of the stairs, a guard or horizontal rail must be installed at a height between 34 and 38 inches. The rail must meet the requirements of a stair handrail.



FREE-STANDING DECKS

Free-standing decks shall be in accordance with the requirements below or by an engineered design.

- Diagonal bracing shall be required for decks over 8 foot tall and bracing shall be installed at post-beam locations as shown in details below.
- Diagonal bracing shall be 2x members at any post size or 6x6 members at 6x6 posts only.
- Connections of the diagonal bracing shall be in accordance with the illustrations below.
- Please note that if free-standing deck is over 14 foot tall, an engineered design shall be required.

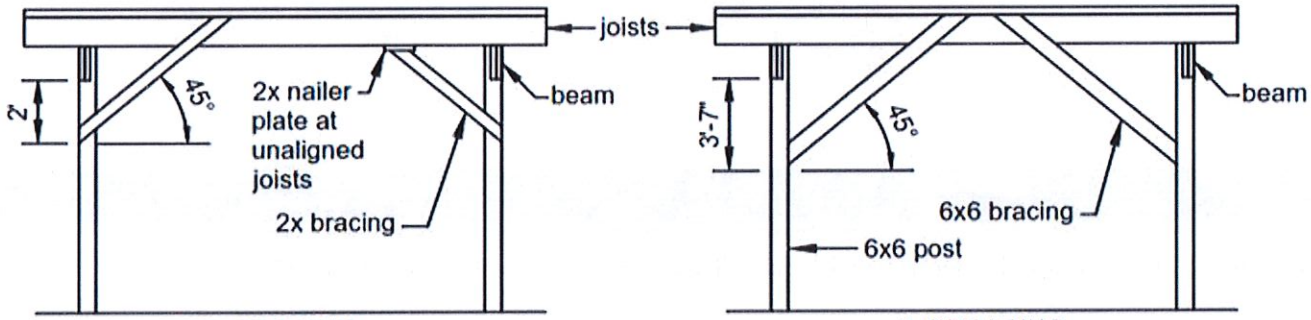


2x BRACING

- Place 2x bracing at all beam-post locations.
- Alternate bracing between front and back of 4x4 or 4x6 posts.

6x6 BRACING

- Permitted at 6x6 post locations only.
- Place 6x6 bracing at end posts and on both sides of every other interior post.

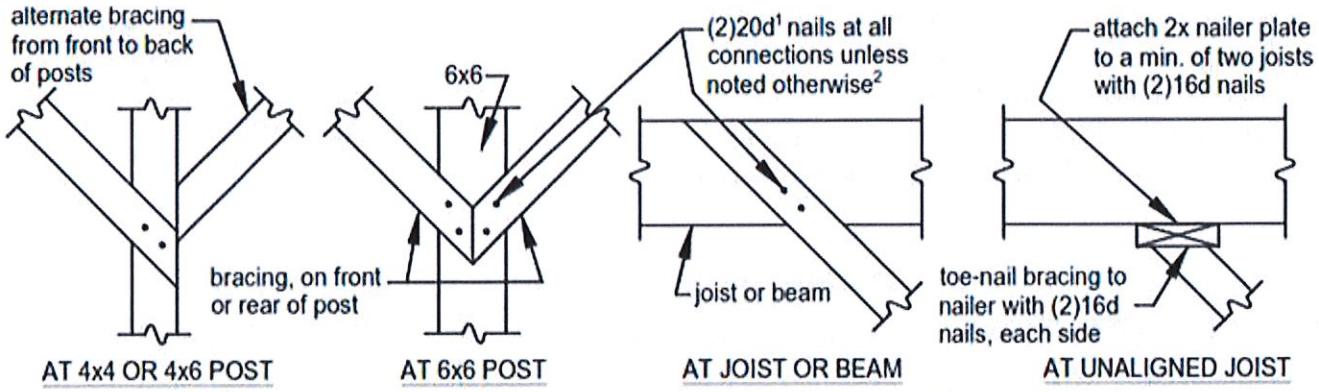


2x BRACING

- Place 2x bracing at all joist-post locations.
- Where bracing does not align with a joist, provide 2x nailer plate.

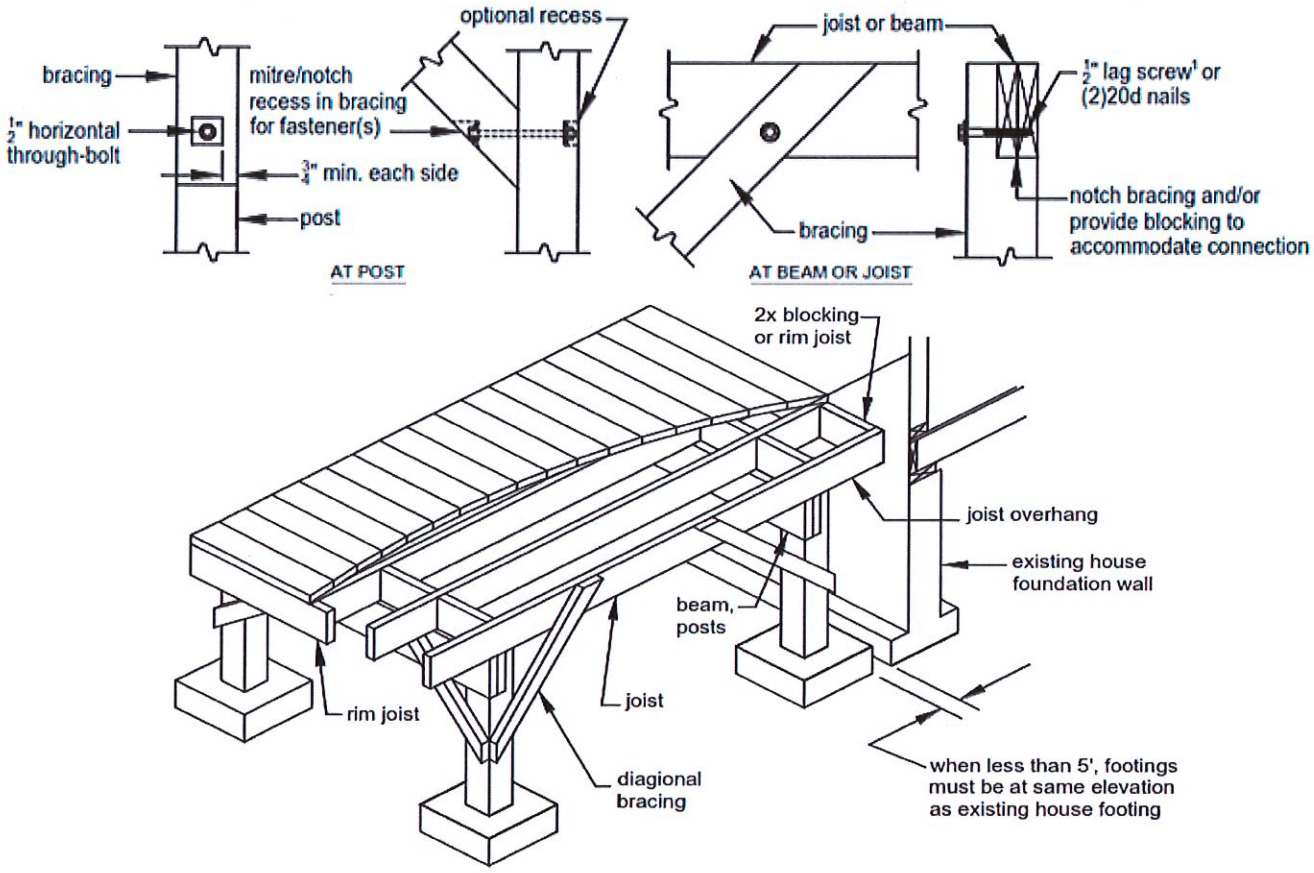
6x6 BRACING

- Permitted at 6x6 post locations only.
- At unaligned joists, notch or add blocking as necessary to accommodate connection.



AT 4x4 OR 4x6 POST | AT 6x6 POST | AT JOIST OR BEAM | AT UNALIGNED JOIST

[1] Nails maybe be substituted with an equal number of the approved wood screws listed in TABLE 7.
[2] Nails shall have a distance of ¾ inches to all edges and ⅞ inches to the end of the bracing member.



DECKING

Wood or wood plastic composite decking shall be installed in accordance with the requirements below:

- Decking shall be 2 inch thick wood, 5/4 inch thick wood, or wood/plastic composite material. **R507.4**
- Wood decking may be placed at a maximum angle of 45 degrees to the joists. **Table R507.4 sub note a**
- Wood/plastic composite decking may be placed at an angle but in accordance with manufacturer's installations instructions. **R507.3.1**
- Refer to **Table R507.4** for maximum joist spacing based off the decking material that will be installed.

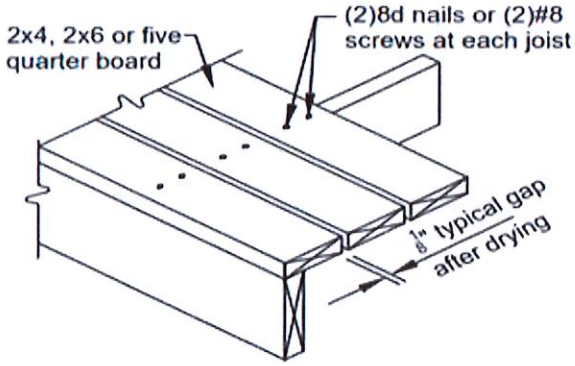


TABLE R507.4
MAXIMUM JOIST SPACING (inches)

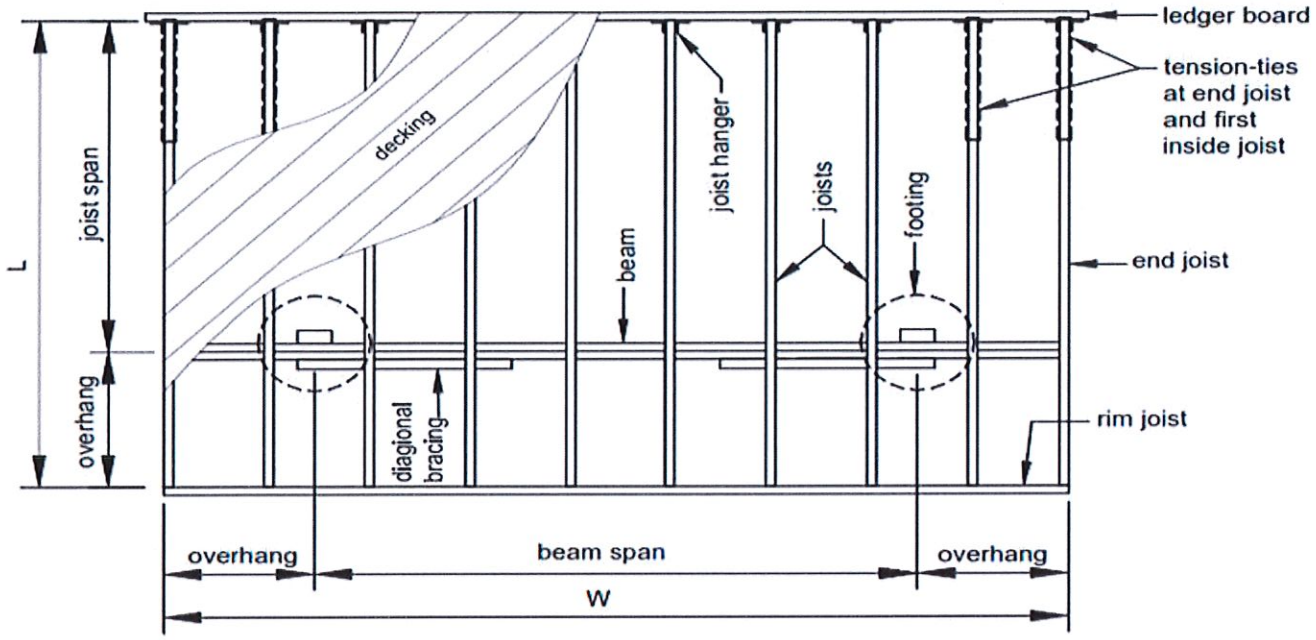
MATERIAL TYPE AND NOMINAL SIZE	MAXIMUM JOIST SPACING	
	PERPENDICULAR TO JOIST	DIAGONAL TO JOIST[a]
5/4-inch thick wood	16	12
2-inch thick wood	24	16
Wood/plastic composite	Per R507.3	Per R507.3

For SI: 1 inch = 25.4 mm

a. Maximum angle of 45 degrees from perpendicular for wood deck boards.

COMPLETE YOUR DECK

Complete your deck: A framing plan shows a bird's eye view of the joist and beam layout, the location of the deck ledger board, diagonal bracing or hold down devices, posts, footings, and the type, size and spacing of the ledger board fasteners. **Please note that a framing plan drawing shall also be provided along with this deck form.**



Size of deck: Length _____ Width_____ Height above grade _____ Guards required? (36")_____

Footings: Width _____ Thickness (8" min) _____ Type: Round ☐ or Square ☐

Post size: _____ Connection to footing (see pg 3)☐A ☐ B ☐ C☐ D Post/Beam Connection_____

Deck post spacing _____ Diagonal Bracing for free-standing deck (yes or no) _____

Ledger size: _____ Ledger Fastener_____ Type of house floor system: Joists EWP Floor Trusses

Beams: Size_____ Plies_____ Overhang (yes or no)_____ If yes, Length (ft – in)_____

Joists: Size_____ Spacing _____ Length (ft – in)_____ Species (SYP or SPF) _____

Will the joist overhang over the deck beam? Yes or No, If yes, Overhang length (ft-in) _____

Floor decking: Type (wood or composite)_____Size _____ Perpendicular to joist or diagonal _____

Stairs installed: yes or no Number of risers _____ Handrail height_____ (if required)

Is there any glass within 5 feet of the top or bottom of the stairs? _____

Does the house have siding, stone, or masonry veneer?_____

Please contact Don Williams at 540-743-6674 or dwilliams@pagecounty.virginia.gov if you have any questions.

County of Page, Virginia
Planning & Community Development
103 South Court St., Suite B
Luray, VA 22835

CONTRACTOR RELEASE

Date: _____ Permit #: _____

I hereby attest that I, _____
(Name of Contractor/Business)

have contracted with _____ ,
(Name of General Contractor)

to complete _____
_____
_____
(Description of Work)

at property located at _____ .
(Site Address – 911 Address)

The value of my work for this project is $ _____ .

Furthermore, I authorize the general contractor (named above) to obtain any necessary permits as required by the *USBC Code Section108.1* and **ONLY** for the work as described above.

_____ _____
Signature of Contractor Date

_____
Contractor's Mailing Address

_____
Phone Number

_____ _____
State Contractor License # Tradesman Certification #

County of Page, Virginia
Planning & Community Development
103 South Court St., Suite B
Luray, VA 22835

Owners Affidavit

This Document contains important information concerning contractors.
Please read carefully before signing:

Property Owner's Name: _____
Property Address of Project: _____
_____ **Tax Map#:** _____
Primary Address if different from project address: _____
_____
Phone Number: _____

I am applying for a building permit to lawfully erect a structure on said land and/or to repair or improve said property.

_____ Initial I have listed myself as Contractor on the above project, however, I understand that if, ***at any time***, I hire someone else to do any type of work for the building permit which I am requesting, *I am to* ***notify*** *the Department of Building & Zoning,* to advise and provide the contact information of the hired Contractor (name, address, and Contractors License Number).

_____ Initial **I understand that before hiring labor to assist with the project for which this permit is being requested, I must verify they are properly licensed to do business in Page County by confirming the following:**

- I pay them for this job, either, by contract amount or by hourly rate
- Current/unexpired Page County Contractors License Card (issued by Commissioner of Revenue at time of business license issuance)

_____ Initial **Additionally, I understand I am required to verify they have a current Virginia State Contractors License before hiring them if the pay exceeds $1,000, either by contract amount or by hourly rate.**

I understand any false statements or misrepresentation on my building permit application or plan on which permit approval is based may result in the Page County Building Official *REVOKING* my permit.

I hereby certify that I have read and understand the above notice. **Furthermore, I understand that hiring unlicensed Contractors is a violation of Section 54.1-115 of the State Code of Virginia, and *constitutes the charge of a Class 1 misdemeanor.***

_____ _____
Owner (signature) Owner (print)

Date: _____

COUNTY OF PAGE, VIRGINIA
OFFICE OF THE PROGRAM ADMINISTRATOR
103 SOUTH COURT ST., SUITE B
LURAY, VA 22835
(540) 743-6674 – PHONE
(540) 743-1419 – FAX

PERMIT NUMBER: _____ - _____

FEE: **$130.00**
DATE PAID: _____
RECEIPT #: _____

AGREEMENT IN LIEU OF AN EROSION AND SEDIMENT CONTROL PLAN FOR A SINGLE-FAMILY DWELLING OR ADDITION TO A SINGLE FAMILY DWELLING

OWNER: _____ **PHONE NUMBER:** _____

ADDRESS: _____

SITE OF CONSTRUCTION: _____

SUBDIVISION: _____ **TAX MAP NUMBER:** _____

SQ. FOOTAGE OF LAND TO BE DISTURBED: _____

DIRECTIONS: _____

In lieu of submission of an Erosion and Sediment control Plan for the construction of this single-family dwelling or addition at the above stated location, I agree to comply with any reasonable requirements determined necessary by employees of the County of Page, representing the Erosion and Sediment Control Program Administrator. Such requirements shall be based on the conservation standards contained in Article I, Erosion and Sediment Control Plan, Chapter 50 of the Code of County of Page, and Chapter 490 of the 2001 Virginia Acts of the Assembly and shall represent the minimum practices necessary to provide adequate control of erosion and sedimentation on or resulting from this project.

1. An construction entrance shall be constructed prior to site development. The entrance shall be constructed of VDOT #3 coarse aggregate stone and be installed at the access point off any existing public or private Right-of-way. The entrance needs to be the appropriate length to keep sediment from entering the street.

2. Silt fence shall be properly installed downgrade from any, all disturbed areas and around all soil stockpiles.

3. As a minimum, all denuded areas on the lot shall be stabilized within seven (7) days of final grading with permanent vegetation or a protective ground cover suitable for the time of year.

I further understand that failure to comply with such requirements within three (3) working days following notice by the representatives of the County of Page could result in citation for violation of the County of Page Erosion and Sediment Control Ordinance.

SIGNATURE OF LANDOWNER: _____ **DATE:** _____

==========

Office of the Program Administrator Use Only

Measures specified by the Plan Approving Authority: _____

_____

DATE: _____ APPROVED BY: _____

STD & SPEC 3.02

TEMPORARY STONE CONSTRUCTION ENTRANCE

CE

Definition

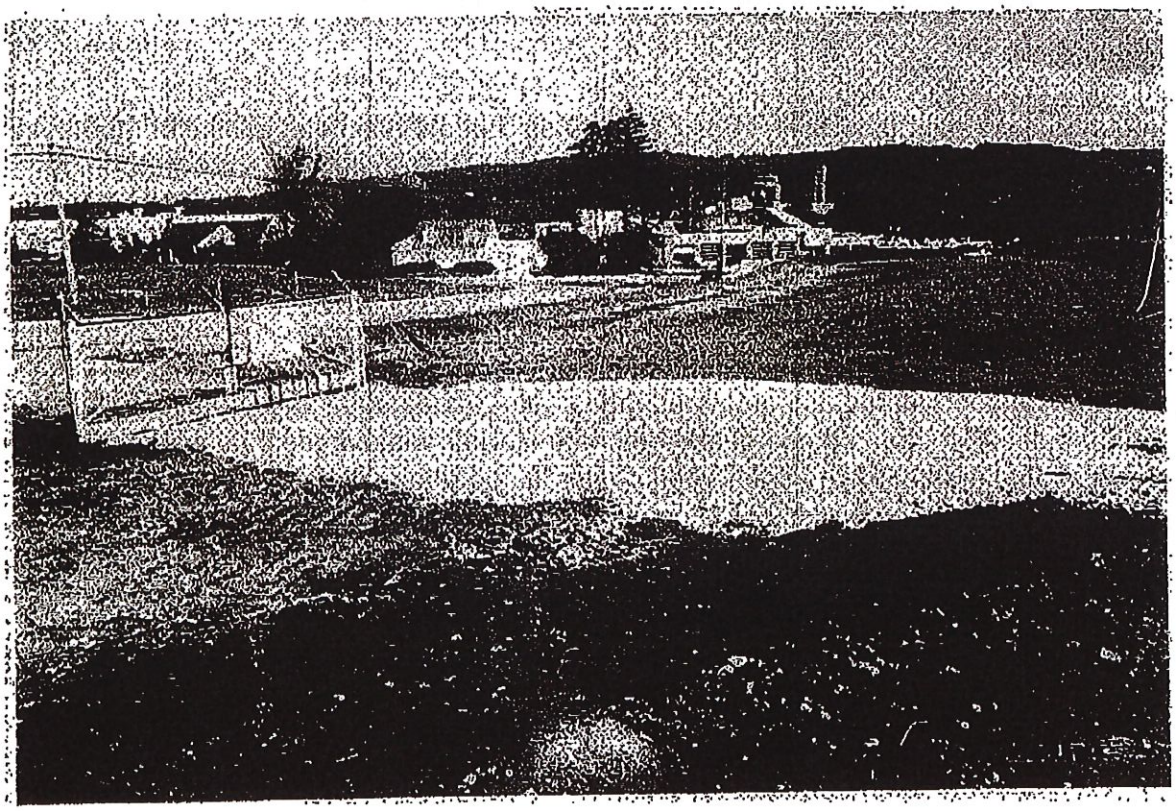
A stabilized stone pad with a filter fabric underliner located at points of vehicular ingress and egress on a construction site.

Purpose

To reduce the amount of mud transported onto paved public roads by motor vehicles or runoff.

Conditions Where Practice Applies

Wherever traffic will be leaving a construction site and move directly onto a public road or other paved area.



Planning Considerations

Minimum Standard #17 (MS #17) requires that provisions be made to minimize the transport of sediment by vehicular traffic onto a paved surface. Construction entrances provide an area where a significant amount of mud can be removed from construction vehicle tires before they enter a public road and, just as important, the soil adjacent to the paved surface can be kept intact. A filter fabric liner is used as a "separator" to minimize the dissipation of aggregate into the underlying soil due to construction traffic loads. If the action of the vehicles traveling over the gravel pad is not sufficient to remove the majority of the mud or there exists an especially sensitive traffic situation on the adjacent paved road, the tires must be washed before the vehicle enters the public road. If washing is necessary, provisions must be made to intercept the wash water and trap the sediment so it can be collected and stabilized. Construction entrances should be used in conjunction with the stabilization of construction roads (see Std. & Spec. 3.03, CONSTRUCTION ROAD STABILIZATION) to reduce the amount of mud picked up by construction vehicles and to do a better job of mud removal. Other innovative techniques for accomplishing the same purpose (such as a bituminous entrance) can be utilized, but only after specific plans and details are submitted to and approved by the appropriate Plan-Approving Authority.

Design Criteria

Aggregate Size

VDOT #1 Coarse Aggregate (2- to 3-inch stone) should be used.

Entrance Dimensions

The aggregate layer must be at least 6 inches thick; a minimum three inches of aggregate should be placed in a cut section to give the entrance added stability and to help secure filter cloth separator. It must extend the full width of the vehicular ingress and egress area and have a minimum 12-foot width. The length of the entrance must be at least 70 feet (see Plate 3.02-1).

Washing

If conditions on the site are such that the majority of the mud is not removed by the vehicles traveling over the stone, then the tires of the vehicles must be washed before entering the public road. Wash water must be carried away from the entrance to a approved settling area to remove sediment. All sediment shall be prevented from entering storm drains, ditches, or watercourses. A wash rack may also be used to make washing more convenient and effective (see Plate 3.02-1).

Location

The entrance should be located to provide for maximum utilization by all construction vehicles.

Construction Specifications

The area of the entrance must be excavated a minimum of 3 inches and must be cleared of all vegetation, roots, and other objectionable material. The filter fabric underliner will then be placed the full width and length of the entrance.

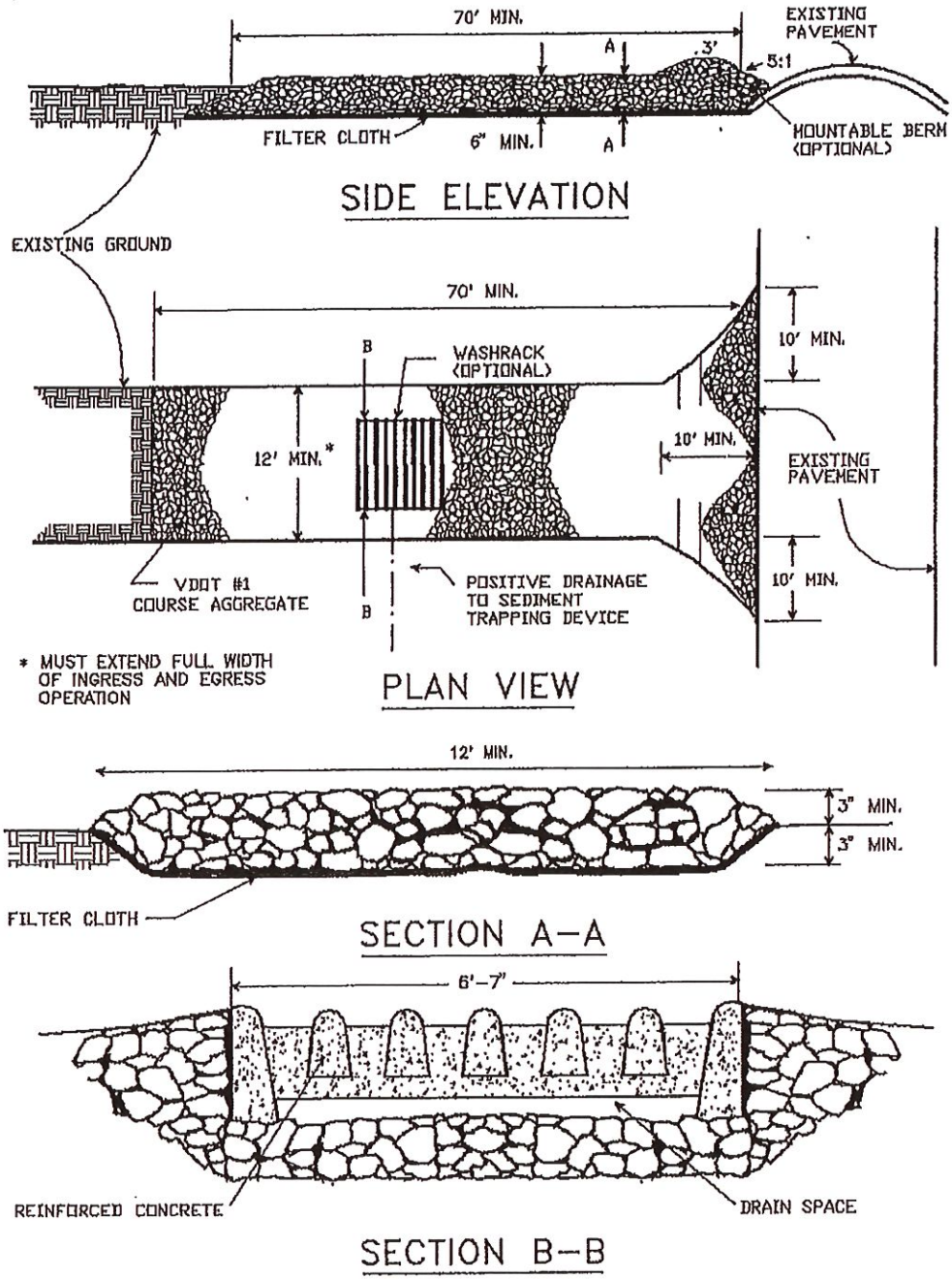
Following the installation of the filter cloth, the stone shall be placed to the specified dimensions. If wash racks are used, they should be installed according to manufacturer's specifications. Any drainage facilities required because of washing should be constructed according to specifications. Conveyance of surface water under entrance, through culverts, shall be provided as required. If such conveyance is impossible, the construction of a "mountable" berm with 5:1 slopes will be permitted.

The filter cloth utilized shall be a woven or nonwoven fabric consisting only of continuous chain polymeric filaments or yarns of polyester. The fabric shall be inert to commonly encountered chemicals and hydrocarbons, be mildew and rot resistant, and conform to the physical properties noted in Table 3.02-A.

Maintenance

The entrance shall be maintained in a condition which will prevent tracking or flow of mud onto public rights-of-way. This may require periodic top dressing with additional stone or the washing and reworking of existing stone as conditions demand and repair and/or cleanout of any structures used to trap sediment. All materials spilled, dropped, washed, or tracked from vehicles onto roadways or into storm drains must be removed immediately. The use of water trucks to remove materials dropped, washed, or tracked onto roadways will not be permitted under any circumstances.

STONE CONSTRUCTION ENTRANCE



Source: Adapted from 1983 Maryland Standards for Soil Erosion and Sediment Control, and Va. DSWC

Plate 3.02-1

STD & SPEC 3.05

SILT FENCE

SF

Definition

A temporary sediment barrier consisting of a synthetic filter fabric stretched across and attached to supporting posts and entrenched.

Purposes

1. To intercept and detain small amounts of sediment from disturbed areas during construction operations in order to prevent sediment from leaving the site.

2. To decrease the velocity of sheet flows and low-to-moderate level channel flows.

Conditions Where Practice Applies

1. Below disturbed areas where erosion would occur in the form of sheet and rill erosion.

2. Where the size of the drainage area is no more than one quarter acre per 100 feet of silt fence length; the maximum slope length behind the barrier is 100 feet; and the maximum gradient behind the barrier is 50 percent (2:1).

3. In minor swales or ditch lines where the maximum contributing drainage area is no greater than 1 acre and flow is no greater than 1 cfs.

4. Silt fence will not be used in areas where rock or some other hard surface prevents the full and uniform depth anchoring of the barrier.

Planning Considerations

Laboratory work at the Virginia Highway and Transportation Research Council (VHTRC) has shown that silt fences can trap a much higher percentage of suspended sediments than straw bales, though silt fence passes the sediment-laden water slower. Silt fences are preferable to straw barriers in many cases because of their durability and potential cost savings. While the failure rate of silt fences is lower than that of straw barriers, many instances have been observed where silt fences are improperly installed, inviting failure and sediment loss. The installation methods outlined here can improve performance and reduce failures.

As noted, flow rate through silt fence is significantly lower than the flow rate for straw bale barriers. This creates more ponding and hence more time for sediment to fall out. Table 3.05-A demonstrates these relationships.

Both woven and non-woven synthetic fabrics are commercially available. The woven fabrics generally display higher strength than the non-woven fabrics and, in most cases, do not require any additional reinforcement. When tested under acid and alkaline water conditions, most of the woven fabrics increase in strength, while the reactions of non-woven fabrics to these conditions are variable. The same is true of testing under extensive ultraviolet radiation. Permeability rates vary regardless of fabric type. While all of the fabrics demonstrate very high filtering efficiencies for sandy sediments, there is considerable variation among both woven and non-woven fabrics when filtering the finer silt and clay particles.

Design Criteria

1. No formal design is required. As with straw bale barriers, an effort should be made to locate silt fence at least 5 feet to 7 feet beyond the base of disturbed slopes with grades greater than 7%.

TABLE 3.05-A

TYPICAL FLOW RATES AND FILTERING EFFICIENCIES OF PERIMETER CONTROL

Material	Flow Rate (gal./sq.ft./min)	Filter Efficiency(%)
Straw	5.6	67
Synthetic Fabric	0.3	97

Source: VHTRC

2. The use of silt fences, because they have such a low permeability, is limited to situations in which only sheet or overland flows are expected and where concentrated flows originate from drainage areas of 1 acre or less.

3. Field experience has demonstrated that, in many instances, silt fence is installed too short (less than 16 inches above ground elevation). The short fence is subject to breaching during even small storm events and will require maintenance "clean outs" more often. Properly supported silt fence which stands 24 to 34 inches above the existing grade tends to promote more effective sediment control.

Construction Specifications

Materials

1. Synthetic filter fabric shall be a pervious sheet of propylene, nylon, polyester or ethylene yarn and shall be certified by the manufacturer or supplier as conforming to the requirements noted in Table 3.05-B.

2. Synthetic filter fabric shall contain ultraviolet ray inhibitors and stabilizers to provide a minimum of six months of expected usable construction life at a temperature range of 0° F to 120° F.

3. If wooden stakes are utilized for silt fence construction, they must have a diameter of 2 inches when oak is used and 4 inches when pine is used. Wooden stakes must have a minimum length of 5 feet.

TABLE 3.05-B

PHYSICAL PROPERTIES OF FILTER FABRIC IN SILT FENCE

Physical Property	Test	Requirements
Filtering Efficiency	ASTM 5141	75% (minimum)
Tensile Strength at 20% (max.) Elongation*	VTM-52	Extra Strength - 50 lbs./linear inch (minimum) Standard Strength - 30 lbs./linear inch (minimum)
Flow Rate	ASTM 5141	0.2 gal./sq.ft./ minute (minimum)
Ultraviolet Radiation Stability %	ASTM-G-26	90% (minimum)

* Requirements reduced by 50% after six months of installation.

Source: VHTRC

4. If steel posts (standard "U" or "T" section) are utilized for silt fence construction, they must have a minimum weight of 1.33 pounds per linear foot and shall have a minimum length of 5 feet.

5. Wire fence reinforcement for silt fences using standard-strength filter cloth shall be a minimum of 14 gauge and shall have a maximum mesh spacing of 6 inches.

Installation

1. The height of a silt fence shall be a minimum of 16 inches above the original ground surface and shall not exceed 34 inches above ground elevation.

2. The filter fabric shall be purchased in a continuous roll cut to the length of the barrier to avoid the use of joints. When joints are unavoidable, filter cloth shall be spliced together only at a support post, with a minimum 6-inch overlap, and securely sealed.

3. A trench shall be excavated approximately 4-inches wide and 4-inches deep on the upslope side of the proposed location of the measure.

4. When wire support is used, standard-strength filter cloth may be used. Posts for this type of installation shall be placed a maximum of 10-feet apart (see Plate 3.05-1). The wire mesh fence must be fastened securely to the upslope side of the posts using heavy duty wire staples at least one inch long, tie wires or hog rings. The wire shall extend into the trench a minimum of two inches and shall not extend more than 34 inches above the original ground surface. The standard-strength fabric shall be stapled or wired to the wire fence, and 8 inches of the fabric shall be extended into the trench. The fabric shall not be stapled to existing trees.

5. When wire support is not used, extra-strength filter cloth shall be used. Posts for this type of fabric shall be placed a maximum of 6-feet apart (see Plate 3.05-2). The filter fabric shall be fastened securely to the upslope side of the posts using one inch long (minimum) heavy-duty wire staples or tie wires and eight inches of the fabric shall be extended into the trench. The fabric shall not be stapled to existing trees. This method of installation has been found to be more commonplace than #4.

6. If a silt fence is to be constructed across a ditch line or swale, the measure must be of sufficient length to eliminate endflow, and the plan configuration shall resemble an arc or horseshoe with the ends oriented upslope (see Plate 3.05-2). Extra-strength filter fabric shall be used for this application with a maximum 3-foot spacing of posts.

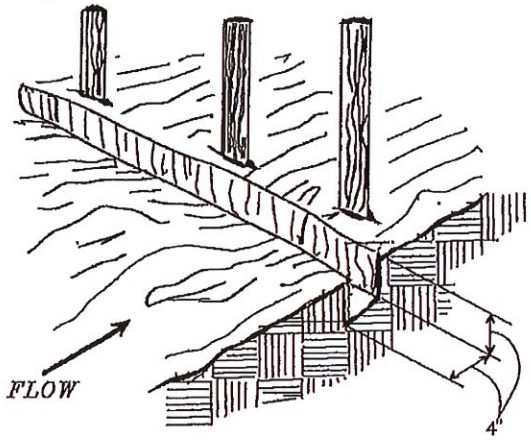
   All other installation requirements noted in #5 apply.

7. The 4-inch by 4-inch trench shall be backfilled and the soil compacted over the filter fabric.

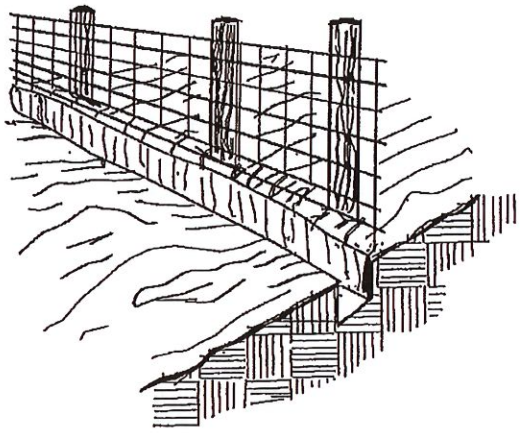
8. Silt fences shall be removed when they have served their useful purpose, but not before the upslope area has been permanently stabilized.

CONSTRUCTION OF A SILT FENCE (WITH WIRE SUPPORT)

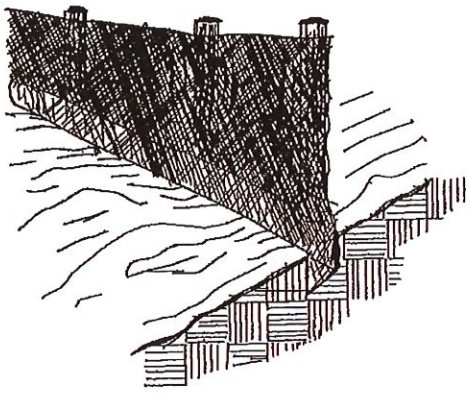
1. SET POSTS AND EXCAVATE A 4"X4" TRENCH UPSLOPE ALONG THE LINE OF POSTS.



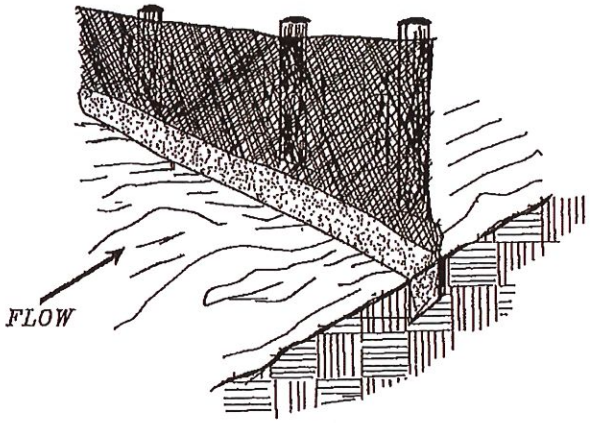
2. STAPLE WIRE FENCING TO THE POSTS.



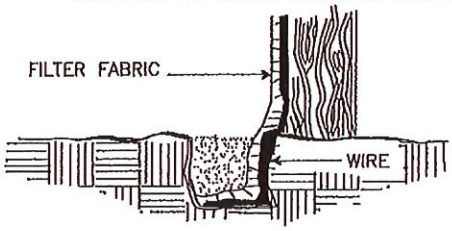
3. ATTACH THE FILTER FABRIC TO THE WIRE FENCE AND EXTEND IT INTO THE TRENCH.



4. BACKFILL AND COMPACT THE EXCAVATED SOIL.



EXTENSION OF FABRIC AND WIRE INTO THE TRENCH.

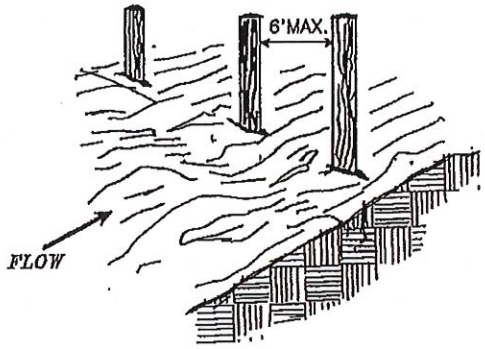


Source: Adapted from Installation of Straw and Fabric Filter Barriers for Sediment Control, Sherwood and Wyant

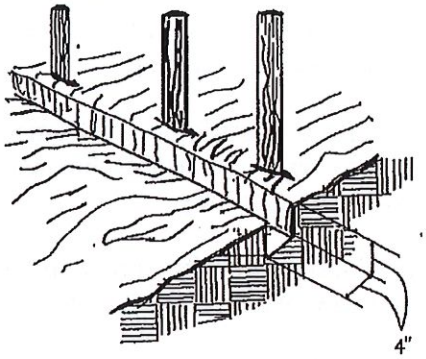
Plate 3.05-1

CONSTRUCTION OF A SILT FENCE (WITHOUT WIRE SUPPORT)

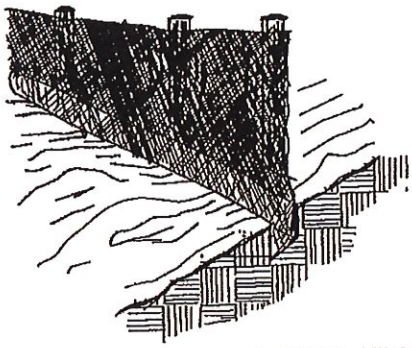
1. SET THE STAKES.



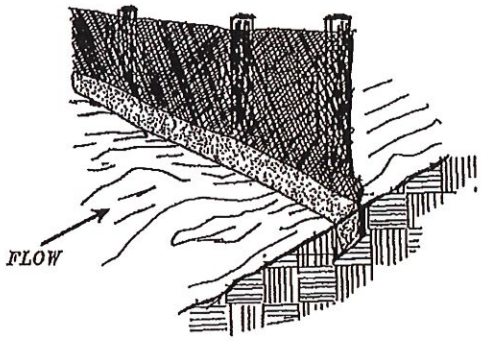
2. EXCAVATE A 4"X 4" TRENCH UPSLOPE ALONG THE LINE OF STAKES.



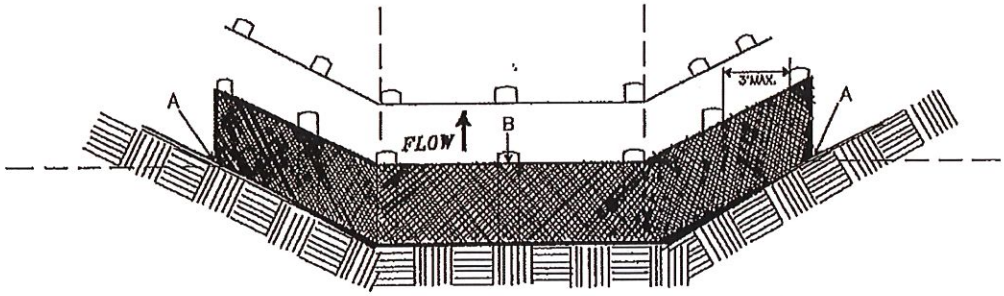
3. STAPLE FILTER MATERIAL TO STAKES AND EXTEND IT INTO THE TRENCH.



4. BACKFILL AND COMPACT THE EXCAVATED SOIL.



SHEET FLOW INSTALLATION
(PERSPECTIVE VIEW)



POINTS A SHOULD BE HIGHER THAN POINT B.

DRAINAGEWAY INSTALLATION
(FRONT ELEVATION)

Source: Adapted from Installation of Straw and Fabric Filter Barriers for Sediment Control, Sherwood and Wyant

Plate 3.05-2

Maintenance

1. Silt fences shall be inspected immediately after each rainfall and at least daily during prolonged rainfall. Any required repairs shall be made immediately.

2. Close attention shall be paid to the repair of damaged silt fence resulting from end runs and undercutting.

3. Should the fabric on a silt fence decompose or become ineffective prior to the end of the expected usable life and the barrier still be necessary, the fabric shall be replaced promptly.

4. Sediment deposits should be removed after each storm event. They must be removed when deposits reach approximately one-half the height of the barrier.

5. Any sediment deposits remaining in place after the silt fence is no longer required shall be dressed to conform with the existing grade, prepared and seeded.