Mason County Division of Homeland Security and Emergency Management

Development Permit Application

Perm	nit Number: Application Date:	_
1.	Name of Applicant:	_
	Mailing Address of Applicant:	_
	Name of Property Owner:	_
	Mailing Address of Property Owner:	_
	Applicant Phone Day: Night:	_
	Property Owner Phone Day: Night:	_
2.	Location of Property to be Improved:	
	Address/Subdivision/Description:	
	Tax Map: Parcel/Lot Number:	_
3.	Nature of Proposed Construction:	
	☐ Residential ☐ Non-Residential ☐ Placement of Fill	
	☐ Alteration of a Natural Waterway or Drainage Course	
	Other Please Describe	= 0
4.	Description of Proposed Construction:	
	☐ New Construction ☐ Repair or Alteration to Existing Structure	
	☐ House ☐ Mobile Home ☐ Non-Residential(Specify)	
	Commercial (Specify) (Name and Type of Business)	
	Other(Describe)	
5.	Estimated Cost of Construction: \$ Permit Fee: \$	
6.	Date Proposed Construction Will Start: predicted end date:	_
7.	Whenever digging is going to occur, Miss Utility of West Virginia (MUWV) must be contacted 48 hours to ten days before the digging starts.	
	Miss Utility of West Virginia 1-800-245-4848	

8.	Floodplain Information: Is the property located in an identified flood hazard area? Yes No (Attach a copy of the Floodplain Map with the location of the property marked to this application.)
	Flood Zone: A A AE AI-30 (Give number) (Write Zone Code) Base Flood Elevation (Zone AO, use depth of flooding): The Elevation of the Lowest Floor must be at least as high as the Base Flood Elevation (BFE). The higher the elevation of the lowest floor and the further back the structure is from the flooding source, the lower the chances are of flooding damage, and the cheaper flood insurance will be. All parts of the structure located at or below the BFE must be constructed of flood resistant materials as listed in FEMA Technical Bulletin 2-93. This means that if your first floor is at BFE it must be constructed of marine grade plywood or equivalent. Duct work and other utilities must either be located above BFE or designed so that floodwater cannot enter. Non-residential structures that are not elevated can be floodproofed to one foot above BFE as per FEMA Technical Bulletin 3-93. If the construction is located in a floodplain, an Elevation Certificate will be required with this permit. A Floodproofing Certificate is required for non-elevated, non-residential
	construction.
9.	Other Permit Information: If a stream is going to be affected in any way including building a bridge over it, altering its flow, or installing a culvert, permits or a statement that a permit is not required for the proposed activity will be required from the Army Corps of Engineers and the WV Division of Natural Resources, Public Lands Corporation. The State Soil Conservation Commission will assist applicants with these permits, as well as with other development related issues.
	Army Corps of Engineers: Huntington (304) 529-5710 DNR Public Lands Corporation: (304) 558-3225 Applications are on the Internet at www.dnr.state.wv.us/wvrem/plc.htm State Soil Conservation Commission: (304) 558-2204
10.	Attach to this permit a site plan containing: The exact size of the structure to be constructed, or repaired. The location of the construction on the property. The location of other existing structures, or on going construction projects on the property. (This site plan does not have to be to scale. It can be a rough sketch, but must include dimensions of the property and the proposed construction.)
11.	Applicant Certification: I certify that: All of the information in this application is true and accurate

Miss Utility of West Virginia will be contacted prior to any digging.

affected.]

It is understood that Permits may be required from other agencies [such as Corps of Engineers or Department of Natural Resources (DNR) Public Lands Corporation if water ways are to be

Complete all items in 12 for new buildings and additions only.

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12. Principal Type of Frame	Type of Sewage Disposal
Masonry (Wall Bearing)Structural SteelWood FrameReinforced ConcreteOther	Public SewerPrivate System (Septic tank, etc.)
Type of Heating Fuel	Type of Water Supply
Gas Oil Coal	Public Private
Electricity Other	AEP Work Order Number
Residential Buildings Only	Septic Permit Number
Total Floor Area (Square Feet)Number of BedroomsNumber of BathroomsTotal Number of Rooms Signature of Applicant:	Date:
Signature of County Official:	Date:
Approved Denied (Note Why De	enied)