

Last Name: _____ Fee: _____ Permit No. _____

Make All Checks Payable to: Hardy County Sheriff's Office Application Date: _____

HARDY COUNTY
IMPROVEMENT LOCATION PERMIT

www.hardycounty.com/9.html

Mailing Address: 204 Washington St., Moorefield, WV 26836 PHONE: 304-530-0257 FAX: 304-530-0258

Applicant Information:

Name: _____

Address: _____

Phone Number: _____

Address of Construction Site (Reference Road Names, Streams, Landmarks, 9-1-1 Addresses, etc.)

Is Property For Resale? YES NO

Contractor or Builder Information:

Name: _____

Address: _____

WV License No. _____

Type of Construction:

Permanent Residence Carport Size _____

Vac. or Rec. Cabin Garage Size _____

Manufactured Home Deck Size _____

Swimming Pool Porch Size _____

Addition Used As: _____

Storage Building Size _____

Commercial Building

Industrial Building

Agricultural Building Used As: _____

Poultry House:

Name of Grower: _____

Other Construction: _____

Living Accommodations:

Total Rooms: _____

Number of Bedrooms: _____

Number of Full Baths: _____

Number of Half Baths: _____

Family Room/ Living Room: _____

Attic Room/ Loft: _____

Property Owner Information:

Name: _____

Address: _____

Phone Number: _____

Property Identification Information:

Taxing District: _____ Zone: _____

Tax Map: _____ Parcel: _____ Ac.: _____

Deed Book: _____ Page No.: _____

Cost of Construction: _____

Start Date: _____ Ending Date: _____

Length: _____ Width: _____

House Construction Information:

Number of Stories: 1.0 1.5 2.0 2.5

Exterior Walls: Brick

Frame

Siding

Basement: None

Part

Full

Crawl Space

Fuel Type: Gas Solar

Electric Oil

Coal Wood

None

Heating System Type:

Warm Air Electric

Hot Water Heat Pump

None

MANUFACTURED HOMES OR MODULAR HOMES

Year Built: _____ Manufacturer: _____ Purchase Date: _____ Cost: _____

Width: _____ Length: _____ Installer Permit Number: _____

FLOODPLAIN INFORMATION

Is this property located in a Flood Zone? YES NO

Is a lake, river or stream located on or next to parcel? YES NO Name: _____

TO BE COMPLETED BY FLOODPLAIN MANAGER:

Floodplain Map Number: _____ 100 Year Flood Zone: Yes No

Comments: _____

FLOODPLAIN MANAGER SIGNATURE: _____

HEALTH DEPARTMENT INFORMATION

Public Sewer: YES NO Public Water: YES NO Natural Spring Cistern

Well Installer: _____ Well Permit Number: _____

Septic Installer: _____ Septic Permit Number: _____

Original Property Owner when the system was installed: _____

Was the septic system approved by the Hardy County Health Department: YES NO

SIGNATURE OF HEALTH OFFICER: _____

DEPARTMENT OF HIGHWAYS PERMIT INFORMATION

Does your driveway enter off a State maintained road? YES NO

Name of Road: _____

Permit No.: _____ Issue Date: _____

DEPARTMENT OF HIGHWAY SIGNATURE: _____

PLEASE BE ADVISED THAT THE HEALTH DEPARTMENT AND THE HIGHWAY DEPARTMENT INFORMATION MUST BE COMPLETED BEFORE A COUNTY PERMIT WILL BE ISSUED.

This application is required under WV State Code 11-3-3A. It states that any person, corporation, association or other owner of real property shall give notice in writing to the Assessor's Office sixty (60) days after commencement of construction. Any person in violation of 11-3-3A shall be guilty of a misdemeanor and can be fined not less than ten dollars nor more than one hundred dollars.

In addition, this form is used to verify if the property is located in a flood zone. Any property located in a Flood Zone must have a Certification of Elevation completed per FEMA Regulations and the Hardy County Flood Ordinance.

Any person in violation of the State's Health Regulations can also be charged with a misdemeanor and prosecuted by the County's Health Officer. Therefore, before any construction is to start, the permit for a sewer system must be approved by the County's Health Officer.

THE UNDERSIGNED HEREBY CERTIFIES THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND ACCURATE. I (WE), THE OWNER (S) OF THE PROPERTY ON WHICH THE INTENDED IMPROVEMENTS OR CONSTRUCTION IS TO BE HEREBY INSURE THAT THIS CONSTRUCTION AND INTENDED USE COMPLIES WITH ALL RESTRICTIVE COVENANTS APPLYING TO THE SUBJECT REAL ESTATE. AND, I (WE) AGREE, UNDERSTAND AND ACKNOWLEDGE THAT I (WE) ASSUME FULL RESPONSIBILITY FOR COMPLIANCE WITH ANY SUCH PRIVATE LAND USE COVENANTS AND THAT A VIOLATION THEREOF MAY RESULT IN LEGAL SANCTIONS BY COURT INJUNCTION AND DAMAGES IRRESPECTIVE OF THE ISSUANCE OF THIS PERMIT BY THE HARDY COUNTY COMMISSION.

SIGNED: _____ **DATE** _____
Property Owner

SIGNED: _____ **DATE** _____

PLEASE SKETCH YOUR PLANS ON A SEPARATE SHEET OF PAPER: SHOW STRUCTURE, WELLS, SEPTIC, AND ANY OTHER STRUCTURES AND DESIGN. INDICATE PROPOSED LOCATION AND DIMENSIONS, DISTANCES BETWEEN ALL STRUCTURES, DISTANCES TO PROPERTY BOUNDARIES, HEIGHT OF BUILDINGS AND PROPOSED USE.

Permit Officer Signature: _____ Date: _____