



City of Ranson Community Development
Stamp
312 S. Mildred Street Ranson, WV 25438

Date Received

(304) 725-1010 | www.cityofransonwv.net | email: permits@ransonwv.us

BUILDING PERMIT APPLICATION

Permit #
Associated Permit #

SECTION I. Project Location/Owner Information/Applicant Information

Project Address Number	Project Street Name	Zoning District	Tax Map & Parcel	Lot & Block	Is Property in Floodplain? <input type="checkbox"/> Yes <input type="checkbox"/> No
Property Owner's Last Name	First Name & Middle Initial	Complete Address (If Different Than Above)			
Property Owner's Email Address	Property Owner's Cell Phone No.	Property Owner's Home Phone No.			
Applicant / Company	Applicant's Name	Complete Address (If Different Than Above)			
Applicant's Email Address	Applicant's Cell Phone No.	Applicant's Office Phone No.			

SECTION II. Permit Type & Work Class Select a permit type and work class.

PERMIT TYPE	WORK CLASS
<input type="checkbox"/> COMMERCIAL <input type="checkbox"/> INDUSTRIAL <input type="checkbox"/> INSTITUTIONAL <input type="checkbox"/> RESIDENTIAL	<input type="checkbox"/> New Construction <input type="checkbox"/> Demolition <input type="checkbox"/> Renovation <input type="checkbox"/> Repair <input type="checkbox"/> Re-Roofing <input type="checkbox"/> Addition <input type="checkbox"/> Remodel <input type="checkbox"/> Other _____
<input type="checkbox"/> SIGN	<input type="checkbox"/> Major <input type="checkbox"/> Minor <input type="checkbox"/> Combo <input type="checkbox"/> Temporary
<input type="checkbox"/> UTILITY	<input type="checkbox"/> Radio/Antennae <input type="checkbox"/> Sewer Lateral <input type="checkbox"/> Water Line
<input type="checkbox"/> SITE DEVELOPMENT	<input type="checkbox"/> Grading <input type="checkbox"/> Site Plan <input type="checkbox"/> Subdivision Infrastructure <input type="checkbox"/> Site Plan Revision
<input type="checkbox"/> MISCELLANEOUS	<input type="checkbox"/> Fence <input type="checkbox"/> Pool <input type="checkbox"/> Temp. Structures <input type="checkbox"/> Foundation <input type="checkbox"/> Chimney <input type="checkbox"/> Other _____
<input type="checkbox"/> RENTAL REGISTRATION	Landlord _____

SECTION III. Description of Work: Include Dimensions (Diameter, depth, length, width, height) and type framing/finish material used as applicable.

Continuation of description of work...

Total Value \$

SECTION IV. Application Certification:

I hereby certify that I am the owner of record of the named property, or authorized by the owner of record to act in their behalf as the owner's agent to make this application. I hereby covenant and agree to comply with all Federal, State and Local laws in particular the State of West Virginia and the ordinances of the City of Ranson, in addition: to install, erect, repair, remodel or construct the proposed project in accordance with the plans and specifications submitted herewith, and in accordance with the building codes, and certify that the information and statements given on this application, drawings and specifications are to the best of my knowledge true and correct. In signing I acknowledge having read and fully understanding and agreeing to the Permit Conditions in this document and also receipt of the information handout advising me of other duties, policies and responsibilities that may be required. If signed by anyone other than the owner, a Notarized Affidavit may also be required.

() -

Name Owner or Agent (Please Print) (Complete if Other Than Owner) Address (Please Print) Email Phone No.

(check one)

- Contractor Owner Occupant Owner's Agent Engineer/Architect

DATED this _____ day of _____, 20__

Subscribed and sworn to before me, this _____ day _____, 20__

Applicant's Signature Date

My Commission Expires:

Notary Public

OFFICIAL USE ONLY *Do not write below this line*

Complete If In Flood Plain:					Permissible Lot Coverage Applied _____ %	
Map Number:	Date:	Zone:	Base Flood Level:	Lowest Floor Level:	Existing	Total
					sq. ft.	sq. ft.

Permit Fee \$ _____ Sewer CIF \$ _____ Sidewalk Bank \$ _____ City Service Fee \$ _____ Use & Occupancy \$ _____ FSPS \$ _____ Sewer Tap \$ _____ Water Tap \$ _____ TOTAL COST \$ _____				Receipt No: _____ <input type="checkbox"/> Cash <input type="checkbox"/> Credit Card <input type="checkbox"/> Check # _____
Approvals: Engineering <input type="checkbox"/> Planning/Zoning <input type="checkbox"/> Utilities <input type="checkbox"/> Licensing <input type="checkbox"/> Finance <input type="checkbox"/> Permitting <input type="checkbox"/>	Approved <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Denied <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Name _____ _____ _____ _____ _____	Date: _____ _____ _____ _____ _____

Contractor(s)		
Company	Contact	Trade
Complete Address	Email	State Lic. #
Telephone Number	Cell Number	Ranson Lic.#
Company	Contact	Trade
Complete Address	Email	State Lic. #
Telephone Number	Cell Number	Ranson Lic.#
Company	Contact	Trade
Complete Address	Email	State Lic. #
Telephone Number	Cell Number	Ranson Lic.#
Company	Contact	Trade
Complete Address	Email	State Lic. #
Telephone Number	Cell Number	Ranson Lic.#
Company	Contact	Trade
Complete Address	Email	State Lic. #
Telephone Number	Cell Number	Ranson Lic.#
Company	Contact	Trade
Complete Address	Email	State Lic. #
Telephone Number	Cell Number	Ranson Lic.#
Company	Contact	Trade
Complete Address	Email	State Lic. #
Telephone Number	Cell Number	Ranson Lic.#
Company	Contact	Trade
Complete Address	Email	State Lic. #
Telephone Number	Cell Number	Ranson Lic.#
Company	Contact	Trade
Complete Address	Email	State Lic. #
Telephone Number	Cell Number	Ranson Lic.#



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RANSON
AT THE CENTER OF OPPORTUNITY.

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Permit Authorization Affidavit Authorization of Agent to Act on Behalf of the Property Owner

This affidavit certifies that the party listed, who is not a lessee, licensed architect, engineer, or contractor, has been granted authorization to obtain a permit(s) on behalf of a property owner, and is authorized to add subcontractors to applicable permits. This form must be filled out completely by the property owner if another party is submitting an application(s) on the owner's behalf. This form must be submitted prior to issuance of permit. Copies of affidavits are acceptable.

Property Owner		
Project Address Number	Project Street Name	Parcel Number
Property Owner's Last Name	First Name	Complete Address (If Different Than Above)
Property Owner's Email Address		Property Owner's Phone No.
Agent/Contractor		
Company Name	Agent's Last Name	Agent's First Name
Agent's Email Address		Agent's Office Phone No.
West Virginia Contractor/Business License		City of Ranson Business License
Scope of Work or Permit Number		

I hereby certify that I am the owner of record of the named property, and authorized the above Agent to act on my behalf.

Owner's Signature

Date

I understand that the permits obtained pursuant to this affidavit will be in my name and that I am acting as Agent/Contractor for this project. I accept full responsibility for the work performed.

Agent/Contractor's Signature

Date