



CITY OF BUENA VISTA
Department of Community & Economic Development
Building Inspections Office
2039 Sycamore Avenue
Buena Vista VA 24416

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REQUIREMENTS FOR ALL PERMIT HOLDERS

IMPORTANT: Section 108.1 of the Virginia Uniform Statewide Building Code (VUSBC) requires that an application for a permit shall be made to the building official and a permit shall be obtained *prior to the commencement of any of the following activities*, except that applications for emergency construction, alterations or equipment replacement shall be submitted by the end of the first working day that follows the day such work commences. In addition, the building official may authorize work to commence pending the receipt of an application or the issuance of a permit.

1. ***Construction or demolition of a building or structure.*** Installations or alterations involving (i) the removal or addition of any wall, partition or portion thereof, (ii) any structural component, (iii) the repair or replacement of any required component of a fire or smoke rated assembly, (iv) the alteration of any required means of egress system, (v) water supply and distribution system, sanitary drainage system or vent system, (vi) electric wiring, (vii) fire protection system, mechanical systems, or fuel supply systems, or (viii) any equipment regulated by the USBC.
2. ***For change of occupancy,*** application for a permit shall be made when a new certificate of occupancy is required by the VEBC.
3. ***Movement of a lot line*** that increases the hazard to or decreases the level of safety of an existing building or structure in comparison to the building code under which such building or structure was constructed.
4. ***Removal or disturbing of any asbestos*** containing materials during the construction or demolition of a building or structure, including additions.

IMPORTANT: Please note that it is illegal to occupy or use a building or structure for which a final inspection has not been approved and/or a certificate of occupancy has not been issued.

- ***You are required*** to post your building permit on the construction site for public inspection until the work is completed and inspected by the Building Official. It must be visible from the public way (i.e. street, road).
- ***You are required*** to have a set of the approved construction documents on the construction site and they must be available to the Building Official at all reasonable times. A lack of approved construction documents on the site may result in a failed inspection.
- ***You are required*** notify the Building Official when construction reaches a stage of completion that requires an inspection.

- The Building Official ***is required*** to perform the following minimum inspections when applicable to the work that was permitted:
 - Inspection of footing excavations and reinforcement material for concrete footings prior to the placement of concrete.
 - Inspection of foundation systems during phases of construction necessary to assure compliance with this code.
 - Inspection of preparatory work prior to the placement of concrete.
 - Inspection of structural members and fasteners prior to concealment
 - Inspection of electrical, mechanical and plumbing materials, equipment and systems prior to concealment.
 - Inspection of energy conservation material prior to concealment
 - Final inspection.

- ***You are required*** to provide any ladder, scaffolding or test equipment necessary for the Building Official to conduct or witness a requested inspection.
- The Building Official MAY require additional inspections and tests to be conducted during the course of construction.
- The Building Official MAY revoke a permit if work authorized by the permit does not begin within six (6) months after the permit is issued, or the work is suspended or abandoned for a period of six (6) months after the permit is issued.
- The Building Official MAY revoke a permit in the case of any false statement, misrepresentation of fact, abandonment of work, failure to complete construction, or incorrect information is supplied in the application or construction documents related to the permit.