



County of Pulaski, VA
County Administration Building
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Pulaski, VA 24301
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VERSION 6-2019 OFFICE USE ONLY
Main Permit #: _____
Permit Fee: \$ _____

Mechanical Permit Application

Date: _____

Project Address / Tax Map #: _____

Property Owner: _____

Owner's Address: _____ City: _____ St: _____ Zip: _____

Phone: _____ Email (required): _____

Directions: _____

Description of Work: _____

Value of Construction (Materials and Labor): \$ _____

Is this property located in the 100 year Floodplain? Yes / NO

Who is doing the work? (circle one): Contractor Homeowner

Homeowners doing their own work **MUST** submit a Homeowners Affidavit

Contractor: _____

Contractor Address: _____ City: _____ St: _____ Zip: _____

VA State License #: _____ Pulaski County License #: _____

Main Contact Person: _____ Cell: _____

Alt Phone: _____ Fax: _____ Email: _____

(Please select yes or no)

Plans Submitted: Yes / NO Manual S or Manual J Submitted: Yes / NO

Circle one when applicable: Visual Duct Seal Inspection Duct Blaster Test Preapproved 3rd Party Inspection

Application is made herewith for a Mechanical Permit on the premise stated above. The applicant hereby agrees that all work will comply with the current VUSB, all state and local regulations and in accordance with approved plans. The applicant further attests that the information provided in the application is true and correct. Applications are processed in the order they are received and, if approved, you will be notified via phone or email. Inspections require a 24 to 48 hour notice.

Contractor Signature: _____

Applicant Signature: _____



Pulaski County Inspections and Requirements

- ❖ Soils report
- ❖ VDH permit approval for permit and on site approval before C/O issued
- ❖ Sprinkler/Fire alarm approval w/ Third party plan review and inspection requirements w/ on site approval before Final
- ❖ Flood plain Engineering submittal
- ❖ 2 sets of drawings with submittal (**no exceptions**) - 1 set to be sent w/ permit for on-site inspections
- ❖ Post address visible on site and from roadway
- ❖ Footings prior to placement of stone or concrete
- ❖ Foundation before placement of concrete
- ❖ Drain tile and waterproofing before backfill
- ❖ Sill plate installation
- ❖ Plumbing (DWV) under slab and or before backfill on exterior water/sewer lines
- ❖ Underground electrical/plumbing/gas before backfill
- ❖ Rough-Ins including: Framing, Mechanical, Electrical, Plumbing, Gas; before concealment
- ❖ HVAC duct seal before insulating
- ❖ Electrical service before concealment w/ grounding connected to footing steel
- ❖ (Commercial) Hoods/grease ducts w/ light test & Ansel System operational test, Fire walls (each layer w/ fastener pattern before concealment)
- ❖ Final
- ❖ \$50 Re-inspect fees apply to inspections that are not ready or do not have approved drawings/specs on site at time of inspection