

## COMMERCIAL PERMITS

MAY 1, 2007

**If this is new construction, you must first submit a site plan and erosion and sediment/stormwater management plan for approval.**

- Complete Application: All areas of the permit application need to be completed.
- Contractor's Information: A copy of contractor's state license must be submitted.  
A copy of all subcontractor's state license must be submitted.  
A copy of contractor's Greene County business license. (985-5211) must be submitted.
- Building Plans: Two sets of plans showing structural components. All commercial construction must be designed by an architect or engineer.
- Site Sketch: A copy of the letter from the planning department noting the approval of the site plan must be submitted.
- Private Septic:  
Private Well: You must apply to the Health Department for these permits. A copy of the approved permit must be submitted with the building permit application. Contact the Health Department at 434-985-5228.
- Public Water  
Public Sewer: Water/Sewer services located east of Stanardsville must be purchased thru the County Administration Office (985-5201). The tax map number must be given at the time of purchase. Verification of this purchase must be submitted with the permit application. You will also need to obtain a letter from Rapidan Service Authority (985-7811) stating that they will provide these services to the lot. This letter needs to be submitted with your permit application no matter where your property is located if it is served by RSA public water/sewer.
- Erosion and  
Sediment Control: All bonds must be posted prior to permit application submittal.

**Your application will NOT be accepted for review if the above requirements are not submitted with the application packet. Payment is due at the time of submittal.**