



INSPECTIONS AND PERMITS DIVISION

City of Huntington
Inspections and Permits
P.O. Box 1659 | Huntington, WV 25717
(304) 696-5540, ext. 2003

Building Permit Application

Instructions: Please complete the application and include the total cost of labor and materials. A \$20 application fee is included for all building permits. **Permits are valid for six (6) months.** For more information, contact the Permit Technician at 304-696-5540 ext. 2003 or estepk@huntingtonwv.gov.

APPLICANT INFORMATION

☐ General ☐ Property Owner ☐ Lessee ☐ Agent

Contractor Applicant Name: _____ Phone: _____

Email: _____

CONTRACTOR INFORMATION

Business Name: _____ Phone: _____

COH Contractor License #: _____ Email: _____

Are subcontractors working on this project: ☐ Yes ☐ No If yes, complete Subcontractor List

PROPERTY INFORMATION

Property Owner: _____ Phone: _____

Property Address: _____ Email: _____

Rental Property: ☐ Yes ☐ No COH Rental General Business License #: _____

PERMIT INFORMATION

<input type="checkbox"/> New Construction	<input type="checkbox"/> Demolition	Residential: <input type="checkbox"/> Single Family <input type="checkbox"/> Multi-family	<input type="checkbox"/> Commercial
<input type="checkbox"/> Renovation	<input type="checkbox"/> Excavation		<input type="checkbox"/> Industrial
<input type="checkbox"/> Addition / Alteration	<input type="checkbox"/> Repair		

Total Cost of Labor and Materials: \$ _____

DESCRIPTION OF WORK

☐ Electric ☐ Plumbing ☐ HVAC ☐ Framing ☐ Roofing ☐ Other

Description of Work: _____

Square footage of structure: _____ Square footage of site: _____

OTHER PERMITS

☐ Certificate of Occ ☐ Sign ☐ Right-of-way ☐ Special privilege ☐ Floodplain

**Article 1705.99 Providing false, incomplete,
or misleading information on this
application is subject to a \$500 fine.**

Building Permit Fee: \$ _____

Application Fee: \$ 20.00

Total: \$ _____

I acknowledge that the above information is true and correct to the best of my knowledge, and I agree to comply with all state, county, and city codes and ordinances.

Applicant Signature: _____ Date: _____