



# INSPECTIONS AND PERMITS DIVISION

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

## Building Permit Application

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

### APPLICANT INFORMATION

General       Property Owner       Lessee       Agent

Applicant Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### CONTRACTOR INFORMATION

Business Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Huntington Contractor License #: \_\_\_\_\_ Email: \_\_\_\_\_

Are subcontractors working on this project:  Yes     No    If yes, you must provide a list of subcontractors.

### PROPERTY INFORMATION

Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Property Address: \_\_\_\_\_ Email: \_\_\_\_\_

Rental Property:  Yes     No    Huntington Rental Business License #: \_\_\_\_\_

### PERMIT INFORMATION

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

### 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

**Apply & Pay Online!**



Total Cost of Labor and Materials: \$ \_\_\_\_\_

Building Permit Fee: \$ \_\_\_\_\_

Application Fee: \$ 20.00

Total: \$ \_\_\_\_\_

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

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

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_