



## REQUEST FOR EARLY PHASED WORK FOR SHELL BUILDING

Building	\$117.50
Building Surcharge (2.00%)	\$2.35
Zoning	\$113.75
Processing Fee \$	<u>\$62.50</u>
<b>TOTAL CHARGE</b>	<b>\$296.10</b>

\*\*Due when request is submitted and is Non-Refundable.

**In order to be part of this program the special inspection report must have been received and approved by this department along with all tradesmen affidavits**

I am requesting to start work on the following project prior to the issuance of the building permit. I understand that if granted this request, I will be **proceeding at my own risk** and would be responsible for any and all potential changes once the building permit is issued. I further understand that until the building permit has been issued and all work performed has been inspected and passed, that **I will not conceal any work**. I am requesting to perform the following work:

- |                   |                         |
|-------------------|-------------------------|
| ___ Frame Studs   | ___ Rough-in Plumbing   |
| ___ Rough-in HVAC | ___ Rough-in Electrical |

In accordance with the VA-USBC section 109.6, the request of a permit for the foundation or other parts of a building or structure shall **proceed at the holder's own risk** with the building operation and **without assurance** that a permit for the entire structure will be granted.

Project Name: \_\_\_\_\_

Shell Building Permit # \_\_\_\_\_ Tenant Build out Application # \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_  
Tenant's Signature Required

\_\_\_\_\_  
Landowner's Signature Required

\_\_\_\_\_  
Tenant's Printed Name

\_\_\_\_\_  
Landowner's Printed Name

### OFFICE USE ONLY

**Application Verified & Received**  
Date: \_\_\_\_\_ By: \_\_\_\_\_

**Early Phased Work Request Issued**  
Date: \_\_\_\_\_ By: \_\_\_\_\_

**APPROVALS:**

Zoning:  
Date: \_\_\_\_\_ By: \_\_\_\_\_

Building:  
Date: \_\_\_\_\_ By: \_\_\_\_\_

Building Official or Designee: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\*REQUEST SHALL BE POSTED AT ALL TIMES UNTIL PERMIT IS ISSUED\*\***