



COUNTY OF LOUISA

DEPARTMENT OF COMMUNITY DEVELOPMENT

Phone (540) 967-3430 Fax (540) 967-3486

www.Louisacounty.com

1 Woolfolk Avenue
P.O. Box 160
Louisa, Virginia 23093

Temporary Electrical Permit Package



Table of Contents:

Permit Application Instructions	Page 2
Schedule of Fees / Submittal Requirements	Page 3
Development Permit Application	Page 4
Notarization Document	Page 5
Contractor Information Sheet	Page 6
Zoning Approval & Requirements	Page 7



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Permit Application Instructions

Temporary Electrical

PLEASE RETAIN FOR YOUR RECORDS

Permit Application Instructions

- All areas of this packet must be completed; all forms and items required for submittal must be complete prior to application being accepted.
- Items required for permit submittal are identified on page 2 of this packet.

Permit Review Process

Once all required submittals are completed and submitted, review steps are as follows:

1. Submittal Review – Verification that all required submittals are present and completed properly.
2. Zoning Review – Ensures the project is taking place within the Tax Map #, and Zoning District indicated.
3. Building Plan Review – Review of project plans will be completed to ensure project will meet all current building codes.
4. Final Review – Ensures all requirements have been satisfied.
5. Permit Issuance – Community Development staff will inform primary contact when permit is ready for issuance. All fee balances are due at permit issuance.

Requirements for Issuance of Temporary Electrical Permit

1. Permits for temporary electricity can only be issued with the issuance of a building permit for a new single-family dwelling
2. Permits for temporary electricity will expire one (1) year from the date of issuance with no renewals
3. Enforcement of the conditions set forth on the permit to install temporary electricity, in particular the revocation by the building official of temporary electricity permits, after three (3) days notification, where service is being used for purposes other than specified on the temporary electricity permit

Inspection Requirements - SAME-DAY INSPECTIONS ARE NOT AVAILABLE

- Electrical Rough-In Inspection
- Ditch Inspection, if applicable
- Permanent Service (all inspections can be combined)



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Schedule of Fees Temporary Electrical **FEES DUE AT PERMIT ISSUANCE**

2% State Fee will apply to the following:

- Temporary Electrical Permit Fee \$50.00

Additional Fees:

- Permit Renewal \$75.00
- Working without a permit 50% of the permit fee - \$250.00 minimum
- Re-inspection Fees:
 - 1st Failed Inspection \$30.00
 - Additional Failed same issue \$35.00
 - Not Ready when inspector Arrives \$250.00

Submittal Requirements Temporary Electrical

INCOMPLETE SUBMITTALS WILL NOT BE ACCEPTED

Required forms and submittals provided by applicant or applicant's contractor:

- ☐ **Deed/Recordation Receipt** - if the property is not listed in the applicants' name
- ☐ **State Contractor's License** (or Contractor License Exemption form in lieu of License)
 - Please Note: a licensed gas technician **MUST** apply for a Gas Permit
- ☐ **Louisa County Business License** (not required if submitting Contractor License Exemption form)



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Development Permit Application Temporary Electrical

Contact Information

Property Owner: _____	Phone #: _____
Address: _____	Email: _____
City, State, Zip: _____	
Contractor Name: _____	Phone #: _____
Contractor Address: _____	Email: _____
City, State, Zip: _____	
Applicant is: ☐ Owner ☐ Contractor ☐ Agent	

Project Location and Property Information Details

Property Address (if applicable): _____	
Tax Map #: _____	Magisterial District: _____
Zoning District: _____	Subdivision: _____
Job Value: \$ _____	
Description of building to which temporary electricity will be connected: _____ _____	
Directions to property from County Office Building: _____ _____	

I declare that the statements made and the information given on this application are true, full, and correct to the best of my knowledge and belief, and I agree to conform to all Zoning and Building Regulations. I give my permission for County staff to enter onto this property for appropriate inspections. I also acknowledge the comments made by the Zoning Administrator or designated agent and the setback requirements stated on this form and/or permit. I further understand that an authorized agent of Louisa County may require a foundation survey or setback certification for compliance at any time during the construction process or prior to issuance of a Certificate of Occupancy.

Acknowledged By (print): _____ Date: _____

Signature of Owner or Authorized Agent: _____



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Notarization Document Temporary Electrical

Date: _____ Subdivision: _____ Lot: _____

Property Address: _____

City, State, Zip: _____

Owner Address (if different from above): _____

City, State, Zip: _____

Contractor Name: _____

Specific Use of temporary service: _____

Service Required: _____ (amps)

I, or We, the undersigned applicant(s), do hereby acknowledge that (1) the temporary electrical service shall be used for the sole purposes and uses listed above and for no other uses or purposes; (2) should the temporary electrical service be used for any other purposes or uses other than those listed above, Louisa County, by its Building Official, may, after three (3) days' notice to the applicant(s), revoke this permit and notify _____ Permit Company to disconnect the temporary electrical service; and, (3) should applicant(s) give any false information in making this application, then said permit shall be null and void, and Louisa County, by its Building Official, may, without notice to the applicant(s) notify _____ Power Company to disconnect the temporary service.

I, or We, the undersigned applicant(s) do hereby agree to indemnify and save harmless Louisa County from any and all claims, liability, responsibility, damage or costs, including, but not limited to, claims by the applicant(s), resulting from the issuance of this permit or the disconnection of the temporary electrical service at the direction of Louisa County, by its Building Official. Such agreement to indemnify and save harmless shall apply to Louisa County and any and all its officials, employees and agents.

I or We, the undersigned applicant(s) understand that it shall be unlawful for anyone to use this service to supply electrical service to any building or vehicle, which is to be used as living quarters.

It is understood that all work and materials used in this installation of temporary electrical service shall conform strictly to the Virginia Uniform Statewide Building Code and the appropriate referenced edition of the National Electric Code. It is understood this permit shall be approved prior to the commencement of any work and that no installation shall be concealed prior to being inspected and approved.

WITNESS the following signature(s): _____ (PROPERTY OWNER)

_____ (PROPERTY OWNER)

STATE OF VIRGINIA, COUNTY OF LOUISA, to wit:

The foregoing instrument was subscribed, sworn to, and acknowledged before me this _____ day of _____, 20_____, by _____
(PROPERTY OWNER)

My Commission Expires: _____

Notary Public: _____

Approved: _____ Date: _____

*** EXPIRES ONE YEAR FROM DATE OF ISSUANCE ***



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Contractor Information Sheet

Temporary Electrical

Fill out either the Contractor License Exemption OR Owner/Agent Affidavit

Contractor License Exemption- The property owner will be acting as the contractor and is responsible for work performed onsite.

I affirm that I am the owner of a certain tract or parcel of land listed below and that I have applied for a building permit. I affirm that I am familiar with the prerequisites of §54.1-1111 and §54.1-1101 of the Code of Virginia and I am not a contractor or subcontractor.

Owner(s) Name: _____

Address or Tax Map #: _____

Signature of Owner(s): _____

Notice: Per §54.1-1101, Exemptions: *The property owner of a commercial, industrial, or manufacturing facility is only allowed this exemption for repairs or improvements to the existing structure(s). New structures, including additions are not included in this exemption. The property owner shall be a properly licensed contractor or employ a properly licensed contractor per §54.1-1103 of the Code of Virginia.*

- OR -

Owner/Agent Affidavit- The property owner has hired a contractor to perform work for this project. Contractor information will be verified.

I hereby certify that I/we, owner(s) of record, authorize the below referenced person/contractor/RDP to submit this application as my/our authorized agent.

Owner(s) Name: _____

Address or Tax Map #: _____

Signature of Owner(s): _____

Contractor

Contractor/Company/Agent Name: _____

Virginia Contractor's License #: _____

License designation(s), e.g. CBC/RBC/ELE: _____

Tradesman License # & Designation: _____

Expiration Date: _____

Signature of Contractor/Agent: _____



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Zoning Approval & Requirements Temporary Electrical Staff Use Only

Zoning Permit # _____ Building Permit # _____

Comments: _____

Approved by Zoning Administrator or

Designated Agent: _____ Date: _____

Approved by Building Official or

Designated Agent: _____ Date: _____