

Tucker County Commission
211 First Street, Suite 307, Parsons, WV 26287
304-478-2446

TUCKER COUNTY DEVELOPMENT PERMIT INFORMATION

Tucker County Flood Plain Ordinance, dated September 10, 2014, and FEMA Codes requires development permits on any alterations to real property.

Section 7.1 Building permits and Site Plan Approvals Required

It shall be unlawful for any person, partnership, business, or corporation to undertake or cause to be undertaken, any development or the new construction, substantial improvement, the placement or relocation of any structure (including manufactured homes) within Tucker County, unless a permit has been obtained from the County Commission. In addition, where land that is either partially or fully in the regulatory floodplain is to be subdivided, utilized for a manufactured home park or subdivision or otherwise developed, a site plan must be submitted to, and approved by, the County Commission prior to any development.

Please provide the County Commission with the attached Development Permit Application and Fee (if required):

1. A copy of the Septic Permit (for new homes and bedroom additions, business).
2. A copy of the Well Permit (for new homes).
3. If you are planning to use public water or sewer, you will need a letter of availability from the Public Service District or provider.
4. If any of your property is located within the 100-year flood plain, you must provide a copy of a plat of your land showing the building site.
5. If your building site is located in the 100-year flood plain or is determined to be "too close to call," you will need to obtain a Flood Elevation Certificate.
6. State Road Driveway Access Approval (for new homes or for driveway modifications to existing homes)
7. Canaan Valley Zoning area administration approval (if required)

APPLICATION FEES

The permit application fee is based on current market value.

Cost of Construction Fee

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|----------------------------------|---------------------------------------|
| Flood Plain and Sanitary Permit | \$25 |
| If Canaan Valley Approval needed | see Canaan Valley Zoning Ordinance |

Development Permit check payable to Tucker County Sheriff.

All application Fees are Non-Refundable

Note: Permit fees waived for all buildings using exempt status because of agricultural usage, church, etc.

DEVELOPMENT PERMIT POLICY:

1. Development permits shall be required for all construction, new structures, and substantial improvements to structures (see box below for more information).
2. The Health Department Septic Permit requirement can be waived for the construction of: additions (excluding bedrooms and bathrooms), chicken houses, or non-residential barns and outbuildings. The septic system does not have to be installed; however, a septic permit (for the structure you are building) must be obtained **prior to submitting** the building permit application.
3. The Health Department Well Permit requirement can be waived if the well was in existence prior to July 1, 1985. The well does not have to be in place; however, a well permit must be obtained **prior to submitting** the building permit application.
4. If the construction location is within the 100-year flood plain, compliance with the Tucker County Flood Plain Ordinance will be required before the building permit can be issued. A flood plain elevation certificate is required from a professional engineer or surveyor. Your structure must be elevated and the foundation must be designed and certified by a professional engineer OR your structure must be properly vented. (See Flood Plain Ordinance.)
5. If the new construction requires driveway access to a state road or modification to an existing driveway, a WV DOH Driveway Access permit must be obtained **prior to submitting** the building permit application.
6. Work on the proposed construction shall begin within six (6) months after the date of issue of the building permit or the permit shall expire unless a time extension has been granted in writing by the Tucker County Planner.
7. Submit your applications to the Tucker County Planner for approval. The Tucker County Planner Office is located at 213 First Street, Suite 201, Parsons WV 26287.

EXPIRATION NOTICE: Development Permits will expire after one year unless an extension is requested before the expiration date. Once a permit expires, a new permit application must be submitted and approved before construction can resume.

PHONE NUMBERS

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|----------------------------|--------------------|------------------------------------|
| County Clerk | 304-478-2866 x 201 | (Deed Book Information) |
| Assessor's Office | 304-478-2866 x 206 | (Tax ID Information) |
| Health Department | 304-478-3572 | (Well & Septic) |
| Tucker County Planner | 681-399-9085 | (Development Permit Information) |
| Hamrick PSD | 304-478-2898 | (Public Water & Sewer) |
| County Commission | 304-478-2866 x 207 | (Development Permit Information) |
| Canaan Valley Zoning Admin | 304- 866-4428 | (Canaan Valley Zoning Information) |

DEVELOPMENT PERMITS ARE REQUIRED

for the following improvements made upon the property:

New commercial property construction, residential homes (including stick-built, log [or any other alternative construction], modular, manufactured double- and single-wide mobiles), building additions, and structural building changes. Please contact the Tucker County Planner for more information.