

Tucker County Commission
211 First Street, Suite 307, Parsons, WV 26287
(304) 478-2866 ext. 1207

TUCKER COUNTY DEVELOPMENT PERMIT INFORMATION

Tucker County Flood Plain Ordinance, dated September 14, 2014, and FEMA Codes require 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 flood plain 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 it 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:	Flood Plain and Sanitary Permit	\$25.00
	If located in Canaan Valley	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. Tucker County 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 does not have to be installed; however, a septic permit (for the structure you are building) must be obtained **prior to submitting** the development permit application.
3. Tucker County 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 a development 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 development permit application.
6. Work on the proposed construction shall begin within six (6) months after the date of the issue of the development permit or the permit shall expire unless a time extension has been granted in writing by the Tucker County Commission.
7. Failure to obtain proper permits could result in daily fines up to \$500.00.
8. Tucker County does not have a building inspector at this time. Should you desire to have your project inspected at any point during construction, it is your responsibility to contact an inspector and pay any fee for said inspection.

EXPIRATION NOTICE: Development Permits will expire after one (1) 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.

CONTACT INFORMATION:

County Clerk	304-478-2866 x7004	Deed Book Information
Assessor's Office	304-478-2866 x7009	Tax ID and Permit Information
Health Department	304-478-3572	Well and Septic Permits
Hamrick PSD	304-478-2898	Public water and sewer availability
Canaan Valley PSD	304-866-	Public water and sewer availability
Canaan Valley Zoning	304-866-4428	Canaan Valley Zoning information
Tucker County Commission	304-478-2866 x1207	Development Permit 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 mobile homes), building additions, and structural changes. Please contact the Tucker County Assessor's Office for more information.