



Roanoke County, Virginia Office of Building Safety

5204 Bernard Drive – P.O. Box 29800 – Roanoke, VA 24018

Phone: (540) 772-2065 - Fax: (540) 772-2108 – Email: permit@roanokecountyva.gov

Internet: www.roanokecountyva.gov

Demolition Utility Release

Permit # _____

Notice to Applicant:

This form must be completed and submitted with the building permit application for demolition or moving a structure. All utility companies having service connections and/or equipment relating to this structure must issue a release stating that their respective service connections and appurtenant equipment have been removed, or sealed and plugged in a safe manner.

1. LOCATION & APPLICANT INFORMATION	
Address: _____	Parcel number: _____
Owner Name: _____	Contact Number: _____
Address: _____	_____
(If different from owner) Contractor Name: _____	Contact Number: _____

2. UTILITY RELEASE		<i>All utilities are listed, only those pertaining to the job above, need signatures. The signatures from the following utility agencies certify that <u>notification</u> or <u>authorization</u> for the removal of utility services and/or related equipment have been provided for:</i>			
Electrical Services (Check the one that applies and get the appropriate signatures)					
American Electric Power Phone: 1-800-956-4237 Fax: 540-427-3604 Contact: Brook bcmitchell@aep.com (must call for work order number)	<input type="checkbox"/>	Salem Electric Phone: 540-375-3030 Fax: 540-387-4584 njmeadows@salemva.gov	<input type="checkbox"/>	Craig/Botetourt Phone: 540-864-5121 Ext. 104 Fax: 540-283-0585 Contact: Shealy	<input type="checkbox"/>
Authorized Signature		Company		Date	

Water / Sewer Services (Check the ones that apply and get the appropriate signatures)				
Western Virginia Water Authority Phone: 540-283-2941 Contact: Aaron Shearer E-mail: aaron.shearer@westernvawater.org	<input type="checkbox"/>	Roanoke County Health Department Phone: 540-204-9764 Fax: 540-857-7315 Contact: Melissa Keister	<input type="checkbox"/>	
Authorized Signature		Company		Date
Authorized Signature		Company		Date

Gas Services

Roanoke Gas Company
Phone: 540-777-3819
Fax: 540-777-7952

Other (please list information)

Authorized Signature

Company

Date

Communication Services (Check the ones that apply and get appropriate signatures)

Verizon
Fax: 540-362-9129

Cox Communications
Phone: 540-293-2662
Contact: Greg Smith
gregory.smith2@cox.com

Other (please list information)

Authorized Signature

Company

Date

Authorized Signature

Company

Date

3. CERTIFICATION (Please read before signing)

The owner/contractor is required to give written notice to any adjoining property owners that may be affected by the temporary removal of utilities caused by the demolition.

To comply with the provisions of the Virginia Statewide Building Code, all utility companies have been advised of the proposed demolition and have removed their meters and/or other service equipment prior to issuance of this permit. The undersigned hereby certifies that he/she has read and examined this application and that the statements made herein are accurate and true to the best of his/her knowledge and belief.

Applicant/ Contractors Name (please print)

Applicant/ Contractors Signature

Date



CALL BEFORE YOU DIG
MIS UTILITY
811
1-800-552-7001



Know what's below.
Call before you dig.