

**COMMERCIAL PERMIT APPLICATION**

City of Manassas Park  
 Community Development Department  
 One Park Center Court  
 Manassas Park, VA 20111  
**703-335-8815**



City use only      Fee

Building# \_\_\_\_\_ \$ \_\_\_\_\_  
 Mechanical# \_\_\_\_\_ \$ \_\_\_\_\_  
 Electrical# \_\_\_\_\_ \$ \_\_\_\_\_  
 Plumbing# \_\_\_\_\_ \$ \_\_\_\_\_  
 Fire Alarm# \_\_\_\_\_ \$ \_\_\_\_\_  
 Fire Supp.# \_\_\_\_\_ \$ \_\_\_\_\_

Tax Map # \_\_\_\_\_ Plan # \_\_\_\_\_

**JOB INFORMATION**

Project Address: \_\_\_\_\_  
 Company / Applicant Name \_\_\_\_\_  
 Applicant address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
 Phone \_\_\_\_\_ Email Address \_\_\_\_\_

Description of Work: ☐ New Building ☐ Existing Building ☐ Tenant Lay-Out ☐ Other:

Type of alteration (check all that apply): ☐ Interior ☐ Exterior ☐ Addition ☐ Change of Occupancy

**CODE INFORMATION**

Occupancy Classification(s) (per VCC): \_\_\_\_\_ Type of Construction (per VCC): \_\_\_\_\_  
 Numbers of Stories in Building: \_\_\_\_\_ Gross Floor Area per Floor (SF): \_\_\_\_\_  
 Original (Base) Building Design – Code and Year: \_\_\_\_\_  
 High-Rise Building: ☐ NO ☐ YES

**FIRE PROTECTION SYSTEMS**

Sprinklers: ☐ NO ☐ YES ☐ Partial ☐ Full Nozzels: \_\_\_\_\_ Approved Central Station: ☐ No ☐ Yes  
 Fire Alarm System: ☐ No ☐ Yes Type: \_\_\_\_\_  
 Standpipes: ☐ NO ☐ YES- Identify Location on Plans: \_\_\_\_\_

**FIRE RESISTANCE DESIGN NUMBER, PRESCRIPTIVE ITEM NUMBER, OR CALCULATED CODE SECTION**

Floor/Ceiling: \_\_\_\_\_ Roof/Ceiling: \_\_\_\_\_  
 Columns: \_\_\_\_\_ Beams: \_\_\_\_\_ Corridor Separation: \_\_\_\_\_ Tenant Separation: \_\_\_\_\_

**TENANT INFORMATION**

Purpose of Space: \_\_\_\_\_ Floor No: \_\_\_\_\_  
 Occupancy Classification (per VCC): \_\_\_\_\_ Area of Tenant Space (SF): \_\_\_\_\_  
 Hazardous Materials: ☐ Combustible Liquid ☐ Flammable Liquid ☐ Other

I hereby certify that I have authority to make this application, that the information is complete and correct, and that the construction and/or use will conform to the building ordinance and other applicable laws and regulations, which relate to the property.

Signature of Owner, Contractor or Agent \_\_\_\_\_ Date \_\_\_\_\_

☐ Owner

☐ Contractor

☐ Authorized Agent

Printed Name \_\_\_\_\_ Title \_\_\_\_\_

**CITY USE ONLY**

Zoning Administrator: APPROVED: \_\_\_\_\_

DATE: \_\_\_\_\_

Building Official: APPROVED: \_\_\_\_\_

DATE: \_\_\_\_\_

Issued By: APPROVED: \_\_\_\_\_

DATE: \_\_\_\_\_