
HOMEOWNERS GUIDE TO BUILDING PERMIT PROCESS

Fayette County Building Department
100 N. Court St. Suite 2
Fayetteville, WV 25840
304-574-4320

Licensing Issues

Homeowners are exempt from the State of West Virginia requirement for being a licensed contractor if they perform the work on their own house they reside in. Homeowners performing their own work must declare this when they apply for a building permit before work starts. If you are not doing all the work yourself (such as electrical or plumbing work) then the person performing the work must be a State of West Virginia licensed contractor.

For more information or to verify if a WV contractor has a state license, call the WV Division of Labor at (304)558-7890 or visit their website at www.wvlabor.com

Required Permits

When considering a project, look below to see typical types of work that require a building permit, or call the Fayette County Building Department at (304)574-4320 for assistance

IRC 2015- R105.1- Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or place any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be performed, shall first make application to the building official and obtain the required permit.

Work Requiring a Building Permit

- Build a one or two family dwelling
- Build, demolish or add a room, garage or shed, carport or other attached structure
- Build, demolish or move any detached garage
- Finish an attic, garage or basement to create living space
- Cut new window or door opening, widen or reduce the size of existing openings
- Move, remove or add walls
- Re-roof an existing structure
- Build a retaining wall that is four feet or higher

- Enclose a patio, porch or carport
- Add or enlarge a porch cover, patio cover or other attached roofed area
- Install a swimming pool, hot tub or spa over 24 inches deep
- Build or enlarge a deck

Mechanical Work Requiring a Permit

- Install or change any part of a heating or cooling system which has ductwork or must be vented to any kind of chimney or vent
- Install a woodstove or fireplace insert
- Install, alter or repair gas piping between meter and an appliance (indoor or outdoor)
- Install a fuel oil tank
- Install or replace a gas water heater
- Install or replace exhaust bath fans or dryer vents

Electrical Work Requiring a Permit

- Install, change or repair any hardwired electrical system
- Run any additional wiring, put in an electrical outlet or light fixture or change out your fuse box to circuit breakers
- Adding an outlet or switch in any room

Plumbing Work Requiring a Permit

- Repair, replace, relocate or add to the piping system within your home
- Install new plumbing fixtures such as toilets, sinks, showers, tubs, dishwashers, etc
- Install or replace an electric water heater
- Install or replace existing fixtures if concealed plumbing is required
- Install, alter or repair piping between water meter and an appliance (indoor or outdoor)

WVDOL §21-11-10. Prerequisites to obtaining building permit; mandatory written contracts. (b) Effective the first day of October, two thousand two, no person licensed under the provisions of this article may perform contracting work of an aggregate value of ten thousand dollars or more, including materials and labor, without a written contract, setting forth a description and cost of the work to be performed, signed by the licensee and the person for whom the work is to be performed.

