

The information herein is the most common for how to obtain the necessary permits for your project and is not representative of all the conditions you may encounter.

Contact and locate us...

Building Development Agencies

The Herrity Building
12055 Government Center Pkwy
Fairfax, VA 22035

- ▶ Permit Application Center
2nd floor, 703-222-0801
- ▶ Site & Addressing Center
2nd floor, 703-324-1510
- ▶ Building Plan Review
3rd floor, 703-222-0114
- ▶ Zoning Review
2nd floor, 703-222-1082
- ▶ Residential Inspections
6th floor, 703-631-5101

Hours of Operation

Monday–Thursday: 8 a.m.–4 p.m.
Friday: 9:15 a.m.–4 p.m.

Health Department

10777 Main Street
Fairfax, VA 22030
703-246-2201

All telephone numbers are accessible in TTY by calling 711.

This document is available in alternative formats and languages. Please call 703-324-5033, TTY 711 for more information.

A Fairfax County, Virginia Publication



PERMITS REQUIRED

You must obtain permits for the installations of woodstoves, factory-built fireplaces, chimneys and gas logs. Listed below are the types of permits required depending on the type of project.

- ▶ Building permit for structural modifications and when relining an existing masonry chimney.
 - ▶ Household appliance permit for woodstoves and factory-built fireplaces installed in an existing dwelling.
 - ▶ Mechanical permit for woodstoves or factory-built fireplaces installed in a new home or addition.
 - ▶ Plumbing permit for new gas lines or for the installation of gas logs.
- For information on permit fees, go to our website.

Publications, forms and other useful information can be found online at

www.fairfaxcounty.gov/buildingpermits

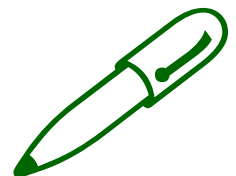
DOCUMENTS REQUIRED

When applying for a permit, you must submit the following documents. To obtain the applicable forms, go to our website.

- ▶ [Permit application form](#).
- ▶ Manufacturer’s instructions and UL listing for any factory-built products.
- ▶ Structural drawings and details showing new and existing construction affected by the installation.
- ▶ UL listing of chimney relining system.
- ▶ [Property Ownership Affidavit](#) (when property ownership must be verified)
- ▶ [Permit Authorization Affidavit](#) (when there is no contractor and the applicant is not the property owner).

Who should apply for the permit?

You may obtain permits in your own name. However, it is strongly recommended your properly licensed contractor pull the permit as the responsible party so the county can better assist you in gaining compliance for defective work.



MINIMUM CODE REQUIREMENTS

The items listed below are the requirements for your specific project per the [2009 Virginia Residential Code](#). Be sure to ask if the item you are purchasing complies with the applicable standard. Do not make any purchases otherwise.

CHIMNEY RELINING

- ▶ Chimney lining material must correspond to appliance and fuel types.
- ▶ Chimney lining systems must be listed and labeled to UL 1777.
- ▶ Liners must be installed per ASTM C1283.

FACTORY-BUILT CHIMNEYS

- ▶ All factory built chimneys must be listed and labeled to UL 103 or UL 127 for factory built fireplace.
- ▶ Installation must conform to manufacturer's instructions.

FACTORY-BUILT FIREPLACES

- ▶ Fireplaces must be listed and labeled to UL 127.
- ▶ Hearth extensions must be constructed per fireplace standard.
- ▶ Unvented gas logs are prohibited in factory-built fireplaces unless specifically permitted by standard.

GAS LOGS

- ▶ Gas logs must be tested in accordance with ANSI Z21.60.
- ▶ Installation must conform to manufacturer's instructions.
- ▶ Ignition of gas logs must be by an automatic device or pilot. When such device is inoperable, the fuel supply must be automatically cut off by a flame safeguard device.

WOODSTOVES

- ▶ Woodstoves must be listed and labeled to UL 737.
- ▶ Hearth extensions must be constructed per fireplace standard.
- ▶ Connector pipes from woodstove to chimney must be composed of factory-built metal, Type L vent material, or single-wall metal corrosion and heat resistant with a thickness specified in the table below.

Diameter	Sheet Metal Gage
< 6"	26
6" - 10"	24
> 10" - 16"	22

PERMIT PROCESS

When applying for permits, bring the required documentation listed on Page 1 to the Permit Application Center. County staff will direct you through the review process. Use the chart to the right to help guide you. Some permits can be obtained online, go to FIDO to learn more at fairfaxcounty.gov/fido.

INSPECTIONS

You must obtain inspections from the county for your project following the requirements below.

- ▶ A copy of the plans and manufacturer's installation instructions must be on the jobsite.
- ▶ The timing and number of inspections required may vary, depending on the complexity of the alterations and the type of equipment installed.
- ▶ The installer must call for inspections before and after concealment of any construction.
- ▶ All gas equipment requires a test for gas tightness to be conducted during an inspection.
- ▶ If required, ladders must be provided to the inspector.
- ▶ Schedule your inspection using the following options:
 - ✓ Telephone during hours of operation at **703-631-5101**, TTY 711.
 - ✓ Automated telephone system at **703-222-2474** using the applicable codes listed to the right.
 - ✓ Online using FIDO at fairfaxcounty.gov/fido or on the Fairfax County smartphone app.



Inspection Codes

Listed below are the codes to the most common inspections for woodstoves, fireplaces and gas logs when you are using the automated telephone system to schedule your inspections.

08	Final
09	Fireplace
12	First gas
14	Framing
21	Mechanical concealment
23	Plumbing Concealment