

Building Services Division

The Division is responsible for the review of construction-related plans and the issuance of permits associated with building, plumbing, electrical and mechanical work as required by the Uniform Statewide Building Code to ensure the safety of our citizens.

Provides interpretation and enforcement of federal floodplain regulations, and related public information and mitigation efforts. Enforce the Virginia Property Maintenance Code relating to the maintenance of neglected properties.

The Division serves as staff to the Board of Building Appeals.

Daily Tasks

- ❖ Provide code information to citizens, contractors, and developers.
- ❖ Process building-related permits
- ❖ Review construction drawings
- ❖ Review development proposals such as special use permits, site plans rezonings and plats for building and floodplain regulations.
- ❖ Conduct field inspections
- ❖ Enforce the State and local property maintenance code.
- ❖ Process complaints relating to lack of maintenance of property.
- ❖ Respond to emergency calls relating to accidents, fires, etc., requiring judgement about structure safety.
- ❖ Enforce floodplain ordinances as mandated by FEMA.
- ❖ Develop and maintain flood mitigation and public information efforts.
- ❖ Maintain and update the FEMA flood maps.