



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

*All utilities are listed, only those pertaining to the job above, need signatures.
The signatures from the following utility agencies certify that notification or authorization for the removal of utility services and/or related equipment have been provided for:*

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)

Salem Electric
Phone: 540-375-3030
Fax: 540-387-4584
njmeadows@salemva.gov

Craig/Botetourt
Phone: 540-864-5121 Ext. 104
Fax: 540-283-0585
Contact: Shealyn

Authorized Signature

Company

Date

Water / Sewer Services (Check the ones that apply and get the appropriate signatures)

Town of Vinton Utility
Phone: 540-983-0646
Fax: 540-985-4582
Contact: Kenny Sledd
ksledd@vintonva.gov

Western Virginia Water Authority
Phone: 540-283-2941
Contact: Aaron Shearer
E-mail: aaron.shearer@westernvawater.org

Roanoke County Health Department
Phone: 540-204-9764
Fax: 540-857-7315
Contact: Mrs. Hartman

Authorized Signature

Company

Date

Authorized Signature

Company

Date

Gas Services

Roanoke Gas Company Phone: 540-777-3819 Fax: 540-777-7952 <input type="checkbox"/>	Other (please list information) <input type="checkbox"/>
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_____ Authorized Signature	_____ Company	_____ Date
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Communication Services (Check the ones that apply and get appropriate signatures)

Verizon Fax: 540-362-9129 <input type="checkbox"/>	Cox Communications Phone: 540-293-2662 Contact: Greg Smith gregory.smith2@cox.com <input type="checkbox"/>	Other (please list information) <input type="checkbox"/>
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_____ Authorized Signature	_____ Company	_____ Date
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_____ Authorized Signature	_____ Company	_____ Date
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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

