**VCU Permitting Determination Matrix (Appendix P)**

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| **Project Name**: |  | **Project Number**: |
| **Brief description of scope of work**: | | |
| **Character of Work evaluation:** | **Yes / No** | **Remarks:** |
| 1. **BUILDING PERMIT (issued by DEB)** |  |  |
| * 1. **Character of work Projects involving the following:** |  |  |
| * + 1. Construction of structure(s) and site improvements, including new structures that contain occupiable space. |  |  |
| * + 1. *Special Inspection(s)*   (do not need to include concrete testing) |  |  |
| * + 1. Foundations for industrialized Buildings, site work, and/or utility work. |  |  |
| * + 1. Changing the use of a building either within the same use Group or to a different use Group. |  |  |
| * + 1. Removal or cutting a structural beam or bearing support. |  |  |
| * + 1. Addition, removal, alteration, or relocation of all, or a part of, a *Means of Egress, Exit, or Fire Rated Assembly* |  |  |
| * + 1. Addition, removal, replacement, alteration, or relocation of Elevators and Conveying Systems. |  |  |
| * + 1. Addition of or removal of an HVAC, Electrical, Plumbing, Gas Piping, Fire Sprinkler, Fire Suppression, and/or Fire Alarm System. |  |  |
| * + 1. Mechanical: alteration or relocation of the quantity or source of ventilation, exhaust, or combustion air; alteration or relocation of boilers, water heaters, pressure vessels, or refrigeration equipment, change in refrigerant classification for replacement in kind of refrigeration equipment. |  |  |
| * + 1. Electrical: alteration or relocation of circuits greater than l phase, 240 volt, 50 amp – or 1 phase, 277 volt, 30 amp |  |  |
| * + 1. Plumbing: alteration or relocation of plumbing fixtures, water supply, water distribution, sanitary waste, special waste, or storm drainage. |  |  |
| * + 1. Gas Piping: alteration or relocation of fuel gas or fuel oil piping systems. |  |  |
| * + 1. Fire Sprinkler: alteration or relocation of water supply or equipment other than sprinkler heads; relocation of more than 25 % of sprinkler heads per story. |  |  |
| * + 1. Fire Suppression: alteration or relocation of suppression agent or equipment other than heads; relocation of more than 25% of heads per story. |  |  |
| * + 1. Fire Alarm: alteration of system logic, alteration or relocation of equipment other than alarm devices; relocation of more than 25% of alarm devices per story. |  |  |
| * + 1. Utility structures including communication towers, water tanks, and water and wastewater treatment. |  |  |
| * + 1. Roof replacement projects where the work is the replacement of more than 25 percent of an existing roof covering. |  |  |
| * + 1. Temporary structures. |  |  |
| * + 1. Demolition of structures (CO-17.1 Demolition Permit w/attachments required). |  |  |
| **Requirements**: *Construction documents* prepared under the supervision of and signed and sealed by a registered Architect or Engineer and submitted for review to the State Building Official. |  |  |
| 1. **PROJECT PERMIT (issued under Annual Permit Authority)** |  |  |
| * 1. **Character of work** |  |  |
| * + 1. Projects limited to the addition, removal, alteration or relocation of any wall or partition that is not a part of a Means of Egress, Exit or Fire Rated Assembly. |  |  |
| * + 1. Site improvements limited to parking lots and roads, fences and other site work regulated by the VUSBC. |  |  |
| * + 1. Projects limited to alteration or relocation of Mechanical, Electrical, Plumbing, Gas Piping, Fire Sprinkler, Fire Suppression, Fire Alarm not indicated above as requiring a Building Permit to be issued by DEB |  | . |
| * + 1. Interior demolition projects that do not involve removal or cutting of structural beams or structural bearing supports. |  |  |
| **Requirements**: *Construction documents* prepared under the supervision of and signed by a registered Architect or Engineer. Regional Fire Marshal's Office written acceptance of installed *Means of Egress, Exit, Fire Rated Assembly, or Fire Protection Systems.* |  |  |
| * 1. **Character of Work** |  |  |
| * + 1. Asbestos abatement (abatement documents shall be prepared and signed by a licensed asbestos designer). |  |  |
| * + 1. Roof replacement projects where the work is limited to the replacement of less than 25 percent of an existing roof covering. |  |  |
| * + 1. Replacement in kind of steep-slope (4.12 or greater) asphalt shingle roofing. |  |  |
| **Requirements**: Construction documents describing the work. |  |  |
| * 1. **Character of Work** |  |  |
| * + 1. *Hot Work* including cutting, welding, Thermit welding, brazing, soldering, grinding, thermal spraying, thawing pipe, installation of torch applied roof system or any other similar work. |  |  |
| **Requirements:** Agency shall implement safety measures in accord with the Virginia Statewide Fire Prevention Code. |  |  |
| 1. **NO PERMIT** |  |  |
| * 1. **Character of work** |  |  |
| * + 1. *Ordinary Repairs* and maintenance which are not regulated by the VCC. |  |  |
| * + 1. Replacement in kind of materials and equipment with that of similar characteristics in the same location. |  |  |
| * + 1. Periodic elevator tests and inspections by an ASME QEI-1 certified elevator inspector. |  |  |
| *Italicized words are as defined by the VCC.* |  |  |