APPENDIX G
BUILDING PERMIT/PROJECT PERMIT POLICY

G.1 General Information

The Building Permit Policy for University Buildings and Structures is managed in collaboration with DEB.

G.2 Appointment of the W&M Building Official

The Higher Education Restructuring Act and associated Management Agreement provides the university President with authority to designate a Building Official responsible for building code compliance for the university, including the Virginia Institute of Marine Science, by either (i) hiring an individual to be the Building Official, or (ii) utilizing the services of the Department of General Services, Division of Engineering and Buildings, to perform the Building Official Function

G.2.1 W&M Board of Visitors (BOV) Resolution 25, September 2019 authorized the appointment of DEB as the Building Official for university projects.

G.2.2 The parameters of the appointment noted in G.2.1 are outlined in a Memorandum of Understanding (MOU) dated October 2, 2019, between the university and DEB to provide such services.

- Given DEB's role as the Code and Permitting Official, Chapter 4 and provisions of Chapter 5 related to document submissions of the CPSM are applicable to William & Mary projects
- Other sections of the CPSM do not apply to William & Mary projects
- This MOU is effective as of the date indicated in G.2.2 above and remains in effect for consecutive and renewable one (1) year terms, which will automatically renew each subsequent 12-month period unless the agreement is revised, amended, modified and/or terminated in writing.

G.2 Building Code Administration

Refer to Chapter 8 of the DCM for information on code administration for William & Mary projects.

G.3 Permit Types and Application

Guidance for permit types is provided in Appendix P of the CPSM (Building Permit Policy for Construction, State Owned Buildings & Structures). In general, there are differences in the required permit path based on the character of the work involved. Refer to the CPSM for additional information.

G.3.1 – Building Permit (issued by DEB)

G.3.2 – Project Permit (issued by W&M under Annual Permit Authority)

G.3.3 - No Permit

G.3.4 – Permits for Temporary Structures