



PRINCE WILLIAM COUNTY  
Department of Development Services – Building Development Division

LOW VOLTAGE PERMIT REQUIREMENTS

Version 2021-07-07

Master BLD #: _____	Date: _____
Project Name: _____	Contractor/Agent Signature: _____
Project Address: _____	Print Name: _____
_____	Phone #: _____

1. Low voltage wiring (less than 50 volts) is exempt from permit requirements except when the following conditions are present, per VUSBC Section 108.2:

- Installed in a plenum.
- Penetrating fire-resistant rated assemblies or smoke protected construction.
- Associated with a Fire Protection system or door controls.

2. Specify purpose of low voltage work (e.g., data, voice, CATV, security, door controls, etc):

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3. Specify number of cabling systems and the cabling project area in sq.ft. for permit fees.  
(note: a DATA/CATV/TEL. with wiring in one cable is one cabling system while the same DATA/CATV/TEL. utilizing three separate cables would be three cabling systems).

Number of systems \_\_\_\_\_ Project area in sq.ft. \_\_\_\_\_

4. A **Scope of Work** statement must be submitted with the application (*see page 2*). The scope of work statement will describe in detail why the permit is requested. Review of the scope of work will determine if a plan review is necessary. **Mark all items not applicable to this project as “N/A”.**

5. If a plan review is required, provide a set of plans for review that clearly identify the magnitude of the work.

- For work associated with a current project, items a, b, c & d only require scoping. Item e will require design by a Registered Design Professional (RDP). If compliance with the Access Controlled Egress Door Section of IBC Chapter 10 is part of the current project documents, reference copies may be submitted.
- For work associated with a stand-alone project, items a, b, c & d require scoping and a drawing indicating the area of work. Item e will require design by a Registered Design Professional (RDP), a building permit and associated fire protection permit in addition to the low voltage electrical permit.

**SCOPE OF WORK**

a) List and locate the rated assemblies (walls, floor/ceiling assemblies, etc.) to be penetrated.

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b) Describe how the rating of the assembly will be maintained or repaired.  
Listing and installation instructions are required on site for inspection.

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c) Indicate where the plenum is located in the space/building.

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d) Stipulate method used to allow wiring in the plenum.

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e) Attach drawings, door hardware schedule and sequence of operation to detail compliance with IBC Sections 1010.1.9.8 – 1010.1.9.10 for delayed, sensor and electromagnetically controlled egress doors. (Note: \* is required – see Item 5 on Page 1.)

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\*Send concurrent submission to Fire Marshal for review of interface with fire protection system and provide the associated Fire Protection Permit Application number (FPP#).