

Albemarle County

COMMUNITY DEVELOPMENT
Albemarle County Government Center
401 McIntire Road
Charlottesville, VA 22902
(434) 296-5832

AMUSEMENT DEVICE POLICIES AND PROCEDURES FOR OPERATION PERMIT

Amusement Devices are regulated by Virginia Amusement Device Regulations (VADR).

To obtain a permit from the Building Inspection Department for the construction, reassembly, operation, and inspection of amusement devices, the following shall be submitted for review and approval **a minimum of five days prior** to the event:

- Complete an Amusement Device Operation Permit application. Application must contain the following information: dates of the carnival/fair, owner name(s), lessee or agent information.
- Site plan showing location carnival/fair on premises.
- Names, serial numbers, and type of rides to be used.
- Liability insurance in accordance with the current VADR regulations.
- Non-Destructive Testing reports showing testing has been conducted for each amusement device as required.

Fees:

\$55 for each Small Mechanical ride or Inflatable**

\$75 for each Circular Ride, Institutional Trampoline, or Flat-Ride less than 20 feet in height

\$300 for Concession Go-Kart tracks up to 20 karts. \$10 additional for each kart in excess of 20

\$100 for each Spectacular Ride except zip lines

\$150 for each zip line

\$200 for each Coaster in excess of 30 feet in height

\$400 for each Coaster in excess of 60 feet in height

PLUS 4% Technology Fee addition on each fee

The local building department may charge an additional fee for permits and inspections of generators and associated wiring for amusement device events. Generators subject to these fees are those used exclusively with amusement devices and that are inspected by the local building department. The fee per event shall not exceed \$165 and shall not exceed the actual cost to perform the inspection or inspections.

Exception: Small portable generators serving only cord and plug connected equipment loads are not subject to the fee.

Fees will be reduced by 75% if a private inspector certified by VADR is used.

***The building department will not perform after-hour or weekend inspections and a third-party inspector will have to be utilized.**

Small Mechanical Ride:

Must meet all the exceptions to be considered a Small Mechanical Ride:

an amusement device, other than an inflatable amusement device, where (i) the assembly time for the device is two hours or less, (ii) the revolutions per minute of any rotation of the components of the device is not greater than seven, (iii) the device has a footprint of less than 500 square feet, and (iv) the device does not invert a patron or lift a patron more than three feet in the air, measured from the ground to the bottom of the patron's feet when the device is operating.

A permit application is not required for a small mechanical ride or an inflatable amusement device that has a certificate of inspection issued by any local building department in this Commonwealth within a six-month period for small mechanical rides or a one-year period for inflatable amusement devices prior to the dates the small mechanical ride or inflatable amusement device is to be used, regardless of whether the device has been disassembled and moved to a new site. In such cases, the local building department shall be notified **at least three days prior to the operation of the small mechanical ride or the inflatable amusement device and the information required on a permit application shall be provided to the local building department. In addition, the local building department shall be permitted to charge a \$50 inspection fee per event to the person notifying the local building department of an event where an inflatable amusement device is operating, if the local building department chooses to inspect any or all of the inflatable amusement devices operating at that event. An inspection report shall be provided to the person notifying the local building department of the event if such an inspection is conducted.

Operational permits are also required per the VADR for artificial climbing walls, bumper boats, bungee jumps, and concession go-karts.

Private Inspection Requirements:

Albemarle County employs amusement device inspectors that can be used for inspections located within the County. The building official can approve a private inspector if the inspector furnishes to the building official the following documentation for authorization to perform such inspections:

1. Name and phone number.
2. Copy of VADR certification.
3. Submission of the inspection reports prior to the ride being operated. The report shall indicate any discrepancies found, repairs made, and any ride not placed in operation due to the severity of discrepancies found.

Accidents, Injuries, or Death:

Accidents, injuries, or death shall be handled as outlined in the VADR. In the event of serious injury or death the ride shall cease operation until authorized by the building official.

Enforcement:

The Albemarle County building inspection division personnel shall have the authority to conduct inspections at any time an amusement device would normally be open for operation and to issue an order to temporarily cease operations upon the determination that the device may be unsafe or endanger the public.

VADR link: [2021-virginia-amusement-device-regulations.pdf](https://www.dhs.gov/sites/default/files/publications/2021/07/2021-virginia-amusement-device-regulations.pdf)

Albemarle County
OFFICE OF COMMUNITY DEVELOPMENT
401 MCINTIRE ROAD
CHARLOTTESVILLE, VA 22902



Tel: 434.296.5832

**AMUSEMENT DEVICE/RIDE OPERATION PERMIT
APPLICATION**

NAME: _____
(owner, lessee, or agent)

ADDRESS OF EVENT: _____

CITY: _____ STATE: _____ ZIP CODE: _____

TELEPHONE: _____

Operational permits are also required per the VADR for artificial climbing walls, bumper boats, bungee jumps, concession go-karts, zip lines, gravity devices, and inflatable amusement devices.

	YES	NO
Manufacturer's information of all rides provided?		
Serial numbers of rides provided?		
Current NDT reports provided?		
Proof of insurance provided.		

DATES OF OPERATION OF DEVICES: _____

*Name of proposed private inspector, if not requesting the building department amusement device inspector. Must hold unexpired Va ADI certification. If no PI is provided, assumed local inspector will be utilized.

NAME: _____

PHONE NUMBER: _____

AMUSEMENT COMPANY INFORMATION

NAME: _____
(owner)

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

TELEPHONE: _____

EMERGENCY CONTACT TELEPHONE: _____

NAME OF SUPERVISOR ON SITE: _____

RIDE FEES:

Description	Amount for each	Total Costs
**Number of small mechanical rides/inflatable	\$55.00	
Number of circular, flat rides, and trampolines	\$75.00	
Number of spectacular rides	\$100.00	
Number of coaster rides	\$200.00 excess of 30' \$400.00 excess of 60'	
Concession go-kart tracks	\$300.00 per track \$10 per kart over 20	
Zip lines	\$150.00 per line	
Generator fee	\$165.00	
Sub Total:	-	
2% State Levy (on subtotal):	-	
4% Technology Surcharge (on subtotal)	-	
Total Amount Due:	-	

**Make sure to identify each ride in accordance with the VADR definition found in the beginning of this document.

FOR OFFICE USE ONLY	TMP # _____
Fee Amount \$ _____	Date Paid _____
By who? _____	Receipt # _____
Ck# _____	By: _____