Trimble County Planning and Zoning

Commercial Building Permit Application

Lands Plan App. Y / N
Site Plan App. Y / N *(For multi-family development of 10 units or more)*
Engin. Office App. Y / N

A. PROJECT ADDRESS_____CITY, ST, ZIP_____

B. PROJECT NAME_____LOT/BLDG NO._____

C. IDENTIFICATION OF RESPONSIBLE PARTIES

*****Contact email address:**

	NAME	ADDRESS (include city/st./zip)	PHONE
Owner			
Contractor			
Architect			
Engineer			
Other Applicant			

D. TYPE OF IMPROVEMENT (check type of work) USE GROUP (as defined in KBC)

New Building		HVAC			Assembly	
Addition		Hood Suppression			Business	
Remodel/Alteration		Sign			Educational	
Tenant Finish		Use Group Change			Factory	
Demolition		Other			Institutional	
Fire Alarm NFPA 72					Mercantile	
Fire Suppression NFPA 13					Residential	
					Storage	

Square Feet: _____ Construction Cost:_____
Zoning Classification:_____ Parcel No. (PVA #):_____
Flood Plain: _____

E. REQUIRED APPROVAL CHECKLIST (more details on approval process attached)

1. State Approval May Be Required Per KBC 104.2 CASE #: _____
2. County___, State___, or City____right-of-way encroachment permit required-new entrances
3. Project must be served by an approved sewage disposal system such as a sewer or septic tank If SEPTIC include a certificate of approval releasing construction from North Central District Health Department. If SEWER include a certificate of approval releasing construction from Sewer District's Office.
4. All New Buildings require Fire Department Approval of Plans and Fire Hydrant Placement.
5. Workers Compensation Affidavits or Proof of Insurance must be Provided (Available at Office)

(Trimble County Government Use Only-Do not write below Line)

Site Plan Approval: _____
Inspection Approval: _____

CHECKS MADE PAYABLE TO:
Matthew Dunaway
24 Oakwood Circle
Pendleton, KY 40055

APPLICANT STATES AND ACKNOWLEDGES THE FOLLOWING:

1. Additional Permits may be required for State Building Code Enforcement (KBC 104.1), Road Encroachments, Site Disturbance, Storm Water Management, Electric, Plumbing, Sewage Disposal, or HVAC Installations.

2. This Permit will become null and void if work or construction is not commenced within 6 months, or if work is suspended or abandoned for a period of 6 months any time after work is commenced. A Permit Renewal Fee of $150.00 will be required if permit is allowed to expire. The Permit Fee is non-refundable after 30 days and the Permit is not transferable to other parties or to other parcels of property.

3. ***THE STRUCTURE WILL NOT BE OCCUPIED UNTIL A CERTIFICATE OF OCCUPANCY IS GRANTED.***
Before occupation of any structure permitted by the Building Official and Office of Building Inspections, there must be issued, on official stationary of the Office, a signed 'Certificate of Occupancy.' Occupation of any structure permitted by the Office without a proper Certificate of Occupancy is a violation of state statute, KRS 198B.990, punishable by a penalty of $10 to $100 per day of violation.

4. ***THE APPLICANT AGRESS TO COMPLY FULLY WITH ALL PROVISIONS OF APPLICABLE CODES, LAWS, REGULATIONS AND ORDINANCES GOVERNING THIS TYPE OF WORK, WHETHER SPECIFIED HEREIN OR NOT. "The Office of Building Inspections and Building Official have no authority to determine compliance with other regulatory agencies or obligations under private contract. The applicant may not rely on the issuance of any permit from this Office as evidence of the applicant's compliance with any other regulations or permitting requirements from any other regulating or private entity. Oversight or mistake on the part of the Building Official or an agent of the Office during the performance of their duties does not relieve the applicant from adherence to the applicable regulatory standards.***

5. This Office, its Employees and the Building Official have the right to enter into the construction premises at will during reasonable working hours to verify compliance. Applicant states that they are the lawful property owner, or have the secured the authorization of said property owner before making this application, and does grant this Office and its employees permission to enter onto the property and premises in conjunction with this application and permit. Access shall be provided to the job at all times and the Applicant agrees to provide a safe means of egress in order for this Office to perform its responsibilities. State Statute KRS 198.B140 provides "that no person shall hinder an inspector performing his lawful duties under KRS 198.

6. The Building Permit Fee entitles you to Three (3) Inspections. Failure to have the work completed in a satisfactory manner consistent with code requirements and according to the attached page titled APPLICABLE CODES AND REQUIRED INSPECTIONS will result in additional inspections. Re-inspection Fees of $150.00 per inspection shall be billed to the Applicant.

7. The Applicant agrees that the information contained on this application and the drawings and specifications submitted are accurate, complete and correct. Further, the intent and purpose of said project have been accurately represented. The Applicant further agrees that any error, omission, misrepresentation of fact whether intentional or not on their part, would cause refusal of application or revocation of permit. Any alteration or change in plans made without the approval of the Building Official subsequent to issuance of building permit shall be cause for the revocation of such permit.

FAILURE TO COMPLETE APPLICATION, TO PROVIDE APPROVALS AND COMPLETE SET OF PLANS WILL RESULT IN APPLICATION BEING RETURNED. PAYMENT IS DUE AT TIME OF APPLICATION

Applicant Signature: X_____Date: _____

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CONSTRUCTION PLAN REQUIREMENTS:

YOU MUST PROVIDE a complete set of legible building documents for review to assist you in correcting code violations and/or problems before they occur. Documents will not be returned as they will become public record. Please maintain an identical set of documents on site at all times.

You must provide a **complete set of building plans** which include the following:

- Approval of Site Development Plan from Planning and Zoning
  - Contact T.C. Planning and Zoning for more information 502-255-7196 x 800
  - Planning and Zoning Commission Approval (if required)
  - Exterior signage including free-standing signs
  - Building height to adjoining grade
  - Parking lot Layout including coverage areas, entrances and spaces available
  - Lighting plan
  - Landscaping Plan Approved by Local Landscape Architect

- Life Safety Items Clearly defined: including means of egress and exit discharge, corridors, emergency lighting and exit signage, fire alarm notification device locations, etc.
  All Rated Assemblies listed on plans including UL Number

- front, side and rear elevations
- foundation plan
- floor plan (complete with all pertinent details)
- wall cross section from foundation to roof
- any pertinent engineering (soil reports, engineered structures etc)

You must provide an **accurate and detailed plot plan** which includes the following:

- general shape of property
- all existing structures on property
- the location of proposed structure with distances to all property lines and other structures

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IT IS THE APPLICANT'S RESPONSIBILITY for COMPLIANCE with:
ALL PLANNING & ZONING, FEDERAL, STATE, COUNTY, and/or CITY ORDINANCES/STATUTES
and ALL APPLICABLE BUILDING CODES (including REFERENCED STANDARDS.)

LICENSED CONTRACTOR REQUIREMENTS:

PLEASE LIST THE Licensed Sub-Contractors who will be performing work (if applicable).

Electrical Contractor		
Mechanical Contractor		
Plumbing Contractor		

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APPLICABLE CODES AND REQUIRED INSPECTIONS

APPLICABLE CODES: 2018 KENTUCKY BUILDING CODE

DESIGN CRITERIA: 15 lb. Ground Snow Load
24" min. Footing Depth (frost line)

REQUIRED BUILDING INSPECTIONS:

FOOTINGS INSPECTION: (CALL 24 hrs. in advance to schedule approximate inspection time)
Inspection is performed after footer is dug or formed, the steel rebar in place and the thickness clearly defined. Inspection is ALWAYS prior to placing concrete. DO NOT cover any portion of footing bottom with gravel without PRIOR approval. A grounding electrode (20' long rebar rod encased in concrete) should be protruding from footing for electrician to connect the grounding conductor. All footings must rest on undisturbed soil of sufficient bearing capacity to meet loads imposed upon it and shall exceed the minimum bearing requirements and the footing sizes spelled out in the Kentucky Building Code. Geo-Technical Soil Condition Reports and/or "As Built" Engineered Reports may be required. Footings poured without inspection or those located on engineered, disturbed or expansive soils shall require an engineer's sealed letter stating that footings have been designed and built according to accepted engineering practices, are in substantial compliance with the KBC and will withstand loads imposed by permitted structure.

FRAMING INSPECTION: (Applicant is responsible to call for Rough In Inspection)
BEFORE DRYWALL OR INSULATION IS HUNG! Inspection is performed after all framing is completed, all fire blocking is in place, all concealed mechanicals, gas lines, vents and ventilation rough in work is completed. This Inspection is to verify, to the best of the field inspector's ability, that the permitted structure is in substantial compliance with the structural and mechanical requirements covered under applicable codes and in substantial compliance with manufacturer's listing and installation instructions. All listed products shall be labeled and any installation instructions and/or design engineering shall be on site to verify that all listed components and engineered framing components including Tji's, Lvl's or Glu Lam Beams, have been installed as per design.

Two rough in stickers are required in order to cover with insulation or otherwise conceal. Typically stickers are placed inside the nearest junction box to front door. ff corrections are required, written details will be left at front junction box. On some projects phased approvals may be required, contact the inspector for more details.

1) Rough Electrical inspection which is called in by the Electrician and inspected by Electrical Inspector
2) Rough Structural/Mechanical inspection which is called in by the General Contractor/Builder and inspected by the Building Inspector (covering building and mechanical codes).

FINAL BUILDING INSPECTION: (Applicant is responsible to call for Final Building Inspection)
AFTER ALL ENCROACHMENT, DRAINAGE, PLUMBING AND ELECTRICAL INSPECTIONS HAVE BEEN APPROVED. Inspection is performed at the completion of the project to verify that substantial compliance with the applicable codes and ordinances has been achieved. All fire protection systems shall be operable (NFPA 72/NFPA 13); means of egress completed including: accessible entrances, exit signage and emergency lighting, handrails and guardrail; street address posted; final approval of Local Fire Marshal; grading to direct water to the approved drainage plan; energy conservation requirements met; and all HVAC systems operational. An approval sticker will be applied on the electrical panel, however, you must call the office to request the release of the Certificate of Occupancy granting permission to occupy.
PURSUANT TO KRS 198 and O.C. ORDINANCE 91-300.351.3, A CERTIFICATE OF OCCUPANCY IS REQUIRED!

RE-INSPECTION FEES IN THE AMOUNT OF $150.00 PER TRIP WILL BE CHARGED TO THE APPLICANT FOR INSPECTIONS THAT DO NOT MEET CODE!

PLEASE CONTACT STATE BUILDING CODE ENFORCEMENT REPRESENTA T/ VES AT THE OFFICE OF HOUSING BUILDINGS AND CONSTRUCT/ON (OHBC) @ 502-573-0373 FOR INSPECTIONS WHICH FALL UNDER THEIR JURISDICTION (KBCsections 104.2 & 104.1)

REQUIRED ELECTRICAL INSPECTIONS:

TEMPORARY POLE PERMIT: Builder must apply for Service with Utility Company and the correct street address must be provided so we can fax a Cut-In Request to the Utility Company. Pole must be secure in ground. Not all construction will require a TP permit/inspection. Some contractors may use existing TP or a generator.

ROUGH ELECTRIC IN INSPECTION: (Electrician is responsible to call for Rough-In Inspection)
BEFORE DRYWALL OR INSULATION IS HUNG! Inspection is performed after all rough wiring is pulled, boxes installed and joints completed. All Listed products shall be Labeled.

Two rough in stickers are required in order to cover with insulation or otherwise conceal. Typically stickers are placed inside the nearest junction box to front door (or basement stairs if basement finish) If corrections are required, written details will be left at front junction box.

1) Rough Electrical inspection which is called in by the Electrician and inspected by Electrical Inspector
2) Rough Structural/Mechanical inspection which is called in by the General Contractor/Builder and inspected by the Building Inspector (covering building and mechanical codes).

TEMPORARY ON THE MAIN: (Electrician is responsible to call for Temp on Main Inspection)
This is the inspection performed to authorize the Utility Company to connect the meter for electric service. If corrections are required they will be left on panel box. This inspection may be performed at same time as rough if work is ready.

A sticker will be left on electric panel authorizing connection.
FINAL INSPECTION REQUIRED BEFORE OCCUPANCY.

FINAL ELECTRICAL INSPECTION: (Electrician is responsible to call for Final Electrical Inspection)
Inspection is performed at the completion of the project to verify that substantial compliance with the electric code has been achieved. All disconnects, lights, switches, outlets, fixtures, switch/outlet covers, breakers, arc faults and ground faults operational and installed to code. An approval sticker from Electrical Inspector left on the electrical panel tells you that final electrical inspection has passed or notice of corrections left to comply.

RE-INSPECTION FEES IN THE AMOUNT OF $50.00 PER TRIP WILL BE CHARGED TO THE APPLICANT FOR INSPECTIONS THAT DO NOT MEET CODE

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