



Trimble County Planning and Zoning Commercial Building Permit Application

Application Submit Date _____

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: _____ Parcel No. (PVA

Zoning Classification: _____

#): _____

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)

T.C. P&Z Approval _____	T.C. Engineer Approval _____
Landscaping Plans Approval _____	Site Plan Approval _____
Eng. Rev. 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 \$100.00 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 stationery 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 AGREES 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 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. No Certificate of Occupancy will be granted until all fees associated with this permit (including Electrical or Building Re-Inspection Fees due to Trimble County) are paid in full.
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: _____

Inspection Fees are \$150.00 Per Inspection

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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
-

***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).

	Name	Contact Number
Electrical Contractor		
Mechanical Contractor		
Plumbing Contractor		

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TRIMBLE COUNTY PLANNING AND ZONING
PLUMBING AND WASTEWATER DISCLOSURE AFFIDAVIT

(Attachment to Residential Building / Zoning Permit Application)

Purpose. This affidavit is required solely to enable the Planning and Zoning Administrator to determine whether a proposed improvement may constitute, create, or enable habitable dwelling space, or otherwise affect the permitted use, occupancy, or density of the property under the Trimble County Zoning Ordinance. This affidavit does not regulate plumbing work, does not authorize or approve any plumbing installation, and does not replace any permit, inspection, or approval required by the State Plumbing Inspection or the Trimble County Health Department.

Property and Applicant.

Property address: _____

Parcel / PVA map number (if known): _____

I, _____, as owner/applicant of the property identified above, do hereby verify the following regarding the building project described below:

Type of Improvement and Use *(check all that apply):*

☐ Garage ☐ Basement Finish ☐ Shed ☐ Addition ☐ Modular ☐ Remodel ☐ Farm Building ☐
Other Structure: _____

Intended use of the structure: _____

Plumbing.

☐ The project **will include** plumbing: ☐ Full bath ☐ Half bath ☐ Sink / Wastewater tub ☐
Other: _____

☐ The project **will not include** plumbing.

Wastewater Service. This property is served by:

☐ Municipal Sewer ☐ On-site Septic System ☐ Other: _____

Acknowledgments. I understand and acknowledge that:

1. Completing this affidavit does **not** prohibit the installation of plumbing at a later date, provided that a plumbing permit is first obtained from the **Kentucky State Plumbing Inspection** and, where an on-site septic system is or would be involved, the **Trimble County Health Department** is contacted for evaluation of any on-site sewage disposal issues.
2. The installation of a **full bath** may create the conditions for potential dwelling space, which may change the permitted use or occupancy classification of the structure and may require separate zoning approval before the structure is used or occupied as a dwelling.

3. Any use or occupancy of the structure inconsistent with the use represented in this affidavit and in the associated application may constitute a violation of the Trimble County Zoning Ordinance.
4. The information provided in this affidavit is true and correct to the best of my knowledge, and the Planning and Zoning Administrator is entitled to rely upon it in processing the associated application.

Signed this _____ day of _____, 20____

Landowner — **MUST BE SIGNED BY LANDOWNER**

SUBSCRIBED AND SWORN to before me by _____, Applicant,
on this _____ day of _____, 20.

Notary Public, State of Kentucky

My commission expires: _____

Trimble County Planning and Zoning Office Address: 68 Wentworth Avenue, Bedford, KY 40006

Mailing Address: P.O. Box 251, Bedford, KY 40006

Ph: (502) 255-7196 x 800

Website: www.trimblecountyky.gov

APPLICABLE CODES AND REQUIRED INSPECTIONS

APPLICABLE CODES: 2018 KENTUCKY BUILDING CODE

DESIGN CRITERIA: 15 lb. Ground Snow Load
24" min. Footing Depth (frost line)
4550 Heating Degree Days/1301 Cooling Degree Days (65 degree base)
Seismic Zone B

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, Lvs 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. If 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 T.C. ORDINANCE 910.01, 920.01. A CERTIFICATE OF OCCUPANCY IS REQUIRED!

RE-INSPECTION FEES IN THE AMOUNT OF \$100.00 PER TRIP WILL BE CHARGED TO THE APPLICANT FOR INSPECTIONS THAT DO NOT MEET CODE!

CHECKS MADE PAYABLE TO:
Matthew Dunaway
Pendleton, KY 40055

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)

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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.

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BE ADVISED!

Best Management Practices must be properly installed and operational prior to any earthwork [i.e. driveways, basements, footers, etc.] and maintained throughout the construction project until final stabilization is complete.

- An Erosion Control Inspection will take place prior to any and all Required Building Inspections.
- A failed Erosion Control Inspection will result in a failed Building Inspection.
- A failed Building Inspection will require a scheduled re-inspection and fee.
- All erosion control issues must be addressed and completed prior to scheduling a re-inspection.

Failure to Comply may result in further enforcement actions that may include Citations, Stop Work Orders and Fines of \$75.00 to \$150.00 for each day that the property is found to be in violation.

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