

A QUICK GUIDE TO PERMITTING YOUR GARAGE/ACCESSORY BUILDING PROJECT

An accessory building:

Can be a garage (attached or detached), storage shed, carport, “pole barn” or other similar secondary building on a lot.

A garage attached to a main structure will have requirements to ensure that car exhaust does not leak into living spaces.

A detached garage 3’ or closer to the primary structure needs drywall finish on the inside. Structures closer than 5’ to a property line will have fire rating requirements on the walls and overhangs/eaves. In some cases this minimum distance may be reduced to 3’

A “pole barn” is not considered standard, light frame construction and may require engineered drawings. A carport must be open on at least 2 sides and may require engineered drawings.

Other Approvals:

A building permit evaluates a project for conformance with the Kentucky Building Codes. In Louisville Metro there are additional regulations that may apply to your project.

Zoning Considerations:

Accessory structures shall be minimum 5’ from the rear property line and minimum 2’ from a side property line. They are not allowed in the front yard. Parking access shall be provided from alley where present.

Maximum Area

Accessory structures shall not combine to be larger than the footprint area of the main house

Maximum Height

Accessory structures shall be not taller than 24’ or the main house, whichever is lower

An accessory apartment over the garage or elsewhere on site may require a Conditional Use permit. The Land Development Code can be found on the website of Planning & Design Services: [Land Development Code](#)

Preservation Districts and Overlays:

Projects in the local Preservation Districts and Overlays involving changes to the exterior of a property or building require review and approval prior to issuance of a building permit. Contact Planning & Design Services for information regarding [Preservation Districts and Overlays](#):

Utility Easements:

Your property may contain utility easements which may prohibit construction. Confirm the existence of any easements as you plan your project and confirm any restrictions with the utility. Existing Structures and Nonconformity: Generally, existing safe structures that do not comply with current codes are allowed to remain as is. Modifications or additions cannot increase their non-compliance.

Site Information:

To learn the zoning and form district, as well as other useful geographic information about your property look it up on the LOJIC mapping website here: [Logic online](#)

Application:

Applications are available in our office or online at: [Building Permits](#)

A submittal should include a completed application form and drawings to explain the project. [Residential Building Permit Checklist](#)

Fees are noted in the Promulgated Fees and Regulations chart at: [Promulgated Permit Fee](#)

Note: These are general comments only; your site may have additional requirements based on site specific conditions.

Plumbing:

Permits are obtained from the State Department of Housing, Buildings, & Construction Division of Plumbing. Their forms, regulations, and contact information can be found on their website: [Division of Plumbing](#)

Inspections:

All permits require inspections by our department to ensure that all applicable code requirements have been met and that the project has been constructed according to the approved plans. The number of inspections varies according to each project but generally occur at foundation stage, framing or “rough-in” stage, and a final inspection. It is the responsibility of the permit holder to notify the department when the work is ready for inspection

To request an inspection, simply contact the Department as noted below and make your request.

Contractor issued permits

Building/HVAC/Electrical inspections can be requested either online by using the [Accela Citizen Portal](#) or call us 502.574.4400

Homeowner with your own permit [email us your request.](#)