

A Quick Guide To Permitting Your Residential Project

Who can apply for a Building Permit?

Building Permits may be issued to either the property owner or a licensed & identified contractor

Electrical & HVAC permits may be issued to either the property owner for their primary residence or a licensed and identified contractor. Search for contractors that are properly identified with the department here: [Business License Record](#)

Permits **ARE** required for:

Bedrooms	Deck	Fences over 7 feet tall
Bathrooms	Garages	Sheds over 200 square feet in floor area
Family Rooms	Porches	Demolition of sheds, garages etc.
Dormers	Pools	

Renovations - attics, basement remodels, garage conversions, kitchen expansions, etc.

Interior renovations of buildings and accessory structures

Electrical systems - new wiring, panel boxes, new hardwired light fixtures, etc.

Heating/Air Conditioning (HVAC) systems - furnaces, air condition units, replacement units, prefab fireplaces, etc. Plumbing systems – water service, waste lines, water heaters, new bathrooms, etc

Permits are **NOT** required for

One story detached accessory structures less than 200 square feet in floor area

Retaining walls not over 4' high at the highest point

Painting, tiling carpeting, cabinets, counter tops and other finish work

Swings and other playground equipment

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:

Number of units and building size based on zoning district – Chapter 3

Building height and location – Chapter 5

Front, side, and rear yard setbacks – Chapter 5

Fence height and location – Chapter 4

The Land Development Code can be found on the website of Planning & Design Services:

[Land Development Code](#)

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 [Lojic Online](#)

Preservation Districts and Overlays

Projects in the local Preservation Districts and Overlays require review and approval prior to issuance of a building permit.

Contact Planning & Design Services for information regarding [Preservation District and Overlays](#)

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

Utility Easements

Your property may contain utility easements which may prohibit construction. Confirm the existence of any easements as you plan your project.

Metropolitan Sewer District (MSD)

MSD has requirements regarding flood plain, sewer connections, storm drainage, & erosion control.

Small Cities

Smaller cities within Louisville may require review of projects within their city limits. Be sure to check for such requirements as you plan your project.

Applications

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. Refer to the residential checklist:

[Residential Building Permit Checklist](#)

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

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](#).