



Louisville-Jefferson County Metro Government

**CONSTRUCTION REVIEW DIVISION**

Department of Codes and Regulations

444 S. 5th St. - Louisville, KY 40202

Phone: 502.574.3321 Web Site: louisvilleky.gov/government/construction-review

# BUILDING PERMIT APPLICATION

I hereby certify that I am the owner of record or the owner of record authorizes the proposed work and that I have been authorized to make this application as their authorized agent. I understand that any false or inaccurate information on this application or the approved plans may result in revocation of the permit under Kentucky Building Code. No deviation of the approved plan is allowed without approval by this office.

Signature of Owner or Agent

Date

Location: \_\_\_\_\_ Subdivision Name: \_\_\_\_\_ Lot # \_\_\_\_\_  
(street address is required for all applications) (if applicable) (if applicable)

**\*Please provide a brief description of your project below:**

- Commercial Project       Residential Project
- Addition       Alteration       New       Renovation

Estimated Cost: \$ \_\_\_\_\_ Square Footage: \_\_\_\_\_  
(Do not include Electrical, Plumbing, HVAC or Land.) (Total Square Footage of Project)

Applicant: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant Type:       Architect       Engineer       Contractor       Other

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Cell: \_\_\_\_\_

Owner: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Cell: \_\_\_\_\_

**Check all work types included in this project. A permit for each type checked will be required.**

- Electrical       Fire Detection       Fire Suppression       Fireplace
- HVAC       Mechanical Refrigeration       Parking Lot/Landscaping       Range Hood
- Sign       Structure Moving       Wrecking

**OFFICE USE ONLY**

**Reviews Required:**

- APCD       Louisville Fire Prevention       Health (On Site Sewer)       Landscaping
- MSD (Sewer)       MSD (Flood Plain)       MSD (EPSC)       Suburban Fire District
- PDS (Variance, Waiver, CUP, Plan Certain, etc.)       PDS (Transportation)       PDS (Landmark, Overlay)

Application Number: \_\_\_\_\_ Reviewer: \_\_\_\_\_

(\* denotes a required field)

(1) The permit fees for new construction, additions, complete alterations of an entire building, tents and other temporary structures and change of Kentucky Building Code Use Group Classification permits shall be calculated according to the following table.

<b>Kentucky Building Code Occupancy type Permit Fee</b>	
<b>Kentucky Building Code Occupancy Type</b>	<b>Fee per Square Foot</b>
Assembly	\$.15
Business	\$.14
Educational	\$.14
Factory	\$.13
High Hazard	\$.13
Institutional	\$.15
Mercantile	\$.14
Residential- 1 & 2 Family	\$.085
Residential- Other	\$.14
Storage	\$.12
Utility; Miscellaneous	\$.12
Tents	Per schedule set by KBC Section 430

(2) Square footage shall be based on the number of square feet on every floor, including basements, calculated to the outside of the exterior walls.

(3) The fee for partial alterations, structures other than buildings, or any type of work that the square feet cannot be calculated; the fee shall be calculated by a reasonable estimated cost to be submitted by the applicant and verified by the Department. The fee shall be \$50 plus \$2.50 per \$1,000 of estimated cost. The Department may ask for factual verification of presented estimated costs, when appropriate.

(4) Any permit issued by the Department for which the Commonwealth of Kentucky is responsible for conducting the required building inspections, shall be ½ the normal amount.

(5) A plan review fee shall be charged for all applications that are reviewed without issuance of a building permit or requested refunds for issued permits. The plan review fee shall be a minimum \$30 or one third (1/3) the normal permit fee, whichever is higher.

(6) The fee for a “foundation only” permit shall be \$50 for single family dwellings & their accessory structures and \$100 for all other uses.

(7) Permit fees for metro owned property projects may be waived by agreement of the Director of Public Works and Assets and the Director of Codes and Regulations.

(8) The administrative fee for a Certificate of Use and Occupancy without issuance of an associated building permit shall be \$50.

(9) No building permit fee calculated under this section shall be less than \$75

(10) The fee for any additional inspections not covered by the initial permit fee shall be \$35. The Department shall have the right not to issue any additional permits to the applicant until the additional inspection fees have been paid in full. Before a building permit is issued by the Department for a one or two-family residential construction project or a multi-family residential construction project, the Department shall conduct a search of its records to determine if the applicant has any unresolved or uncured and outstanding Code violations. If the applicant has no such unresolved or uncured and outstanding Code violations, then the Department may issue the building permit, if otherwise appropriate. If the applicant has unresolved or uncured and outstanding Code violations prior to the issuance of a Certificate of Occupancy, the Department shall not issue a building permit until such time as all the outstanding Code violations are removed, cured or corrected by the applicant and all fines and/or fees paid in full.

