

Scottdale-Alen County

Commercial Building Permit Application

Scottdale-Alen Co. Planning Commission
 201 West Main St. Suite 202
 Scottdale, KY 42164
 270-237-4180 Email: CLERKSACPC@GMAIL.COM

Date _____
 Check # _____
 Check Amt. \$ _____
 Permit # _____

COMMERCIAL PLAN REVIEW & INSPECTION FEE WORKSHEET

PERMIT INFORMATION

Applicant _____ Company _____

Address _____ City _____ State _____ Zip _____

Phone _____ Email _____

Applicant (check ALL that apply) Owner Contractor Other

* NOTE: The Applicant is the point of contact and responsible for coordinating inspections with the Building Inspector.

PROJECT INFORMATION

Project Address _____ Zip Code _____

Subdivision _____ Project/Development Name _____

LOT # _____ TAX ID # _____ Deed/Page _____ PLAT _____ ZONE _____

City/County _____ Floodplain A AE X

General Description of Work Being Performed _____

SQ. FT. Existing _____ New _____

Is the permitted structure within all building setback lines? Yes No

TYPE OF IMPROVEMENT AND OCCUPANCY (check ALL that apply)

New Building	Assembly	Warehouse/Storage	Fence
Addition	Mercantile	Pool	Demolition
Industrial/F-1, F2	Business	Deck/Patio	Site Built
Alteration/Repair	Accessory Building		
Other:			
Building Characteristics	Type of Heating	Sewage Disposal	Water Supply
Masonry	Gas	Public <input type="checkbox"/> City	Public <input type="checkbox"/> City
Wood Frame	Oil	Private (septic)	Public -County
Structural Steel	Electric	Septic Release #	Private (well, cistern)
Foundation Type			
Crawl Space			
Basement			
Slab			
Post			

Applicant Initials _____

CONTRACTOR INFORMATION (IF DIFFERENT FROM APPLICANT)

Business Name _____ Primary Contact _____
Address _____ City _____ State _____ Zip _____
Phone _____ Email _____

OWNER INFORMATION (IF DIFFERENT FROM APPLICANT)

Name _____
Address _____ City _____ State _____ Zip _____
Phone _____ Email _____

Preferred method to receive Certificate of Occupancy: USPS Email

Preferred Email/USPS: Owner Contractor

By signing this document property owner/contractor agree to pay a predetermined fee for inspection services. The owner/contractor agree to build according to Kentucky residential building code. Scottsville Allen County Planning Commission cannot be held liable for issues that may arise regarding non-inspected items.

The permitted project must, to the best of our knowledge at IICE, meet the current adopted Kentucky residential code to receive a certificate of occupancy.

Signature of Applicant _____ Date _____

Signature of Inspector _____ Date _____

- * Minimum fee for review of plans: \$285.00
- * Development Plan with Occupancy load must be attached and approved before processing this application. Site plan can be obtained from the surveyor.
- * The Applicant is the point of contact and responsible for coordinating inspections with the Building Inspector.
- * Reinspection Fee: A \$75 reinspection fee could incur should the Building Inspector have to reinspect and inspection phase.
- * Without a permit: The fee will be doubled for construction started without a permit.
- * Permit Renewal: After 180 dates of inactivity the permit must be renewed. Permit Fees are nonrefundable after expiration date. If inspections are needed after a permit has expired, a \$75.00 per trip fee will apply until the job is done.
- * Submission of plans and fees: ALL plans and specifications must be to be submitted to Planning and Zoning, accompanied by fees set forth herein.
- * The ordinance shall automatically adopt the latest edition of the Kentucky Building and Residential Code.
- * Building permit shall always be visible on-site during construction activities.
- * General, and all contractors, are required to be following Kentucky Worker's compensation and unemployment insurance laws on demand.
- * Occupation license can be obtained in the City Treasurers Office.
- * The inspector (Jim Griffin) must be notified of an inspection request a minimum of 72 hours prior to needing inspection.

Building Inspector Jim Griffin (270)-590-6606	Electrical Inspector Ricky Sheifield (270)-427-8373	Health Department Peyton Donisi (270)-237-4423 Ext.112	Scottsville Water Dept. (270)-237-4402	Allen County Water Dept. (270)-237-3040
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***See attached permit information sheet and fee schedule.

PLANNING & ZONING OFFICE USE

Building Permit #	
Date Issued	
Plan Review and Permit Fee	
Total Fee	

Inspection Required	Date Completed	NOTES
Footer		
Foundation		
Framing		
Final		
Certificate of Occupancy Issued		

Commercial Building Permit Information Sheet and Fee Schedule

Submission of plans and construction documents to issue a permit, you must:

- Fill out the attached building permit application
- Submit a full set of blueprints provided by a KY certified engineer or architect.
- All plans and documents must be reviewed and approved before construction begins.
- All plans must be provided with an occupant load.

**Permits will expire if construction does not begin within 180 days of permit issue date. Permit fees are non-refundable after expiration date. If inspections are needed after a permit has expired, a \$75.00 per trip fee will apply until the job is complete.*

Inspections

A minimum of 3 inspections will be performed for all construction.

- Footer- before concrete is poured
- Framing- before insulation and wall covering
- Final- after final grade is done and electrical, HVAC, and plumbing inspections have been completed

Inspection request/notification

- The inspector must be notified of an inspection request a minimum of 72 hours prior to needing inspection.
- All construction sites to be inspected must be open or unlocked and available to the inspector upon arrival for inspection. A \$50.00 fee will be charged to return due to inability to access jobsite.
- A \$50.00 re-inspection fee will be charged if contractor or owner fails an inspection.

Commercial Permit Fee Schedule Per Square foot & Minimum Fees

- New Commercial and Commercial Additions/Remodels over 1000 SQ FT - Minimum fee \$525 or 15 cents per square foot, whichever is larger
- Commercial Additions - fewer than 1,000 SQ FT fee is \$425
- Commercial Interior Remodel - fewer than 1,000 SQ FT fee is \$425
- Miscellaneous/One-trip Inspections/Occupancy Change/Consultations - \$85
- Decks/Porches/Etc... over 30" in height - \$285
- Fences over 7' in height - \$285
- Re-inspection due to failed inspection - \$75
- State Jurisdiction Permit - \$285
- Commercial Fire Suppression Hood - \$285
- HVAC Plan Review - \$150
- Commercial permits will require additional plan review fees of \$285 along with the Bldg. permit fee.
- Cell Towers - \$1,000
- Additions of equipment to existing Cell Towers - \$285
- Signs - \$285 (No permit required if under 7 feet in height)
- Solar “Farms”- To be determined upon plans submission
- Local Permit for State Jurisdiction Project-\$285

Applicant Initials _____