

# MASON COUNTY JOINT PLANNING COMMISSION

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**Mason County Fiscal Court**  
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## **Building Permit Application for Construction of, or additions to One or Two Family Dwellings**

**Instructions to applicant:** Complete all applicable information in full. Applicant may be the owner, architect or general contractor. If the applicant is not the owner, the "Owner's Authorization" must be signed by the owner. Building plans and a permit fee must accompany this application. The more information provided in the plans, the less chance of problems being discovered during construction. The minimum plans required are:

1. Site plan showing all lot corners and lot dimensions, a footprint of the house with the setback dimensions indicated, any utility easements, location of water and sewer laterals, driveway width and length, fences, etc.
2. Floor plan with all rooms labeled as to use, dimensions of all rooms and hallways, stairways, locations of smoke detectors, furnace, water heater, fireplaces, etc.
3. Cross section through a typical bearing wall, from footer to roof deck. Indicate dimension and size of footing, foundation wall, anchor bolts, plates and sills, studs, sheathing, etc.
4. Floor framing plan indicating size and spans of floor joists.

The application will be processed as soon as possible, and your permit will be issued only when all required information has been submitted and reviewed (normally within one week of application). **Work shall not begin until the permit is issued.**

All contractors/subcontractors are required by State law to provide Worker's Compensation and Unemployment Insurance.

All property lines must be located and staked. One and two family dwellings must be designated and constructed in accordance with International Residential Code, a copy of which is available for use at the Mason County Public Library.

Property Address \_\_\_\_\_ Lot # \_\_\_\_\_ Subdivision Name \_\_\_\_\_

Permit type:   new construction   addition   remodeling

Property owner \_\_\_\_\_ home phone \_\_\_\_\_ daytime phone \_\_\_\_\_

Address \_\_\_\_\_

Source of Title: Deed book \_\_\_\_\_ page # \_\_\_\_\_ estimated construction cost \$ \_\_\_\_\_

General contractor \_\_\_\_\_ Contact person \_\_\_\_\_ Phone \_\_\_\_\_  
 Address \_\_\_\_\_ Cellphone \_\_\_\_\_  
 Architect/Engineer \_\_\_\_\_ Phone \_\_\_\_\_  
 Address \_\_\_\_\_ Fax \_\_\_\_\_

Construction type: Site Built Modular 1-Family 2-Family Townhouse  
 Manufacturer (if modular): \_\_\_\_\_ Model # \_\_\_\_\_ KIBS # \_\_\_\_\_  
 No. Bedrooms \_\_\_\_\_ No. Bathrooms \_\_\_\_\_ Foundation: Basement Crawl Space Slab

**Building Setbacks:** (From Property Line)  
 Front \_\_\_\_\_ ft. (ROW Line)  
 Left Side \_\_\_\_\_ ft.  
 Right Side \_\_\_\_\_ ft.  
 Rear \_\_\_\_\_ ft.

**Floor Area:**  
 1<sup>st</sup> Floor \_\_\_\_\_ sq. ft.  
 2<sup>nd</sup> Floor \_\_\_\_\_ sq. ft.  
 Garage: \_\_\_\_\_ sq. ft. Attached Detached  
 Basement: \_\_\_\_\_ sq. ft. Finished Unfinished

Electric Supplier: Kentucky Utilities Fleming-Mason RECC Service size: \_\_\_\_\_ amp  
 Heating fuel: Natural gas Electric Geothermal Fireplace: Wood burning Gas logs  
 Water heater: Electric Gas Sewage: Gravity Grinder Septic system

Footing: Concrete psi \_\_\_\_\_ Thickness \_\_\_\_\_ Width \_\_\_\_\_ Depth below grade \_\_\_\_\_ Rebar Y N  
 Foundation: Thickness \_\_\_\_\_ Height \_\_\_\_\_ Masonry Concrete PSI \_\_\_\_\_ Rebar size \_\_\_\_\_  
 Vertical rebar spacing \_\_\_\_\_ Horizontal rebar spacing \_\_\_\_\_ Dampproofing material \_\_\_\_\_  
 Plate anchors: Bolt diameter \_\_\_\_\_ Length \_\_\_\_\_ Spacing \_\_\_\_\_ Strap Other \_\_\_\_\_

Bearing wall studs: Size \_\_\_\_\_ Spacing \_\_\_\_\_ Width \_\_\_\_\_ Material \_\_\_\_\_  
 Joists: 1<sup>st</sup> Floor Size \_\_\_\_\_ Spacing \_\_\_\_\_ Longest span \_\_\_\_\_ Material \_\_\_\_\_  
 2<sup>nd</sup> Floor Size \_\_\_\_\_ Spacing \_\_\_\_\_ Longest span \_\_\_\_\_ Material \_\_\_\_\_  
 Ceiling Size \_\_\_\_\_ Spacing \_\_\_\_\_ Longest span \_\_\_\_\_ Material \_\_\_\_\_  
 Sheathing thickness \_\_\_\_\_ Material \_\_\_\_\_ Insulation R Value: Wall \_\_\_\_\_ Roof \_\_\_\_\_ Floor \_\_\_\_\_  
 Roof: Truss Rafter Exterior siding: Brick Vinyl/Alum. Wood Other \_\_\_\_\_  
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**A complete subcontractors list is to be submitted to the Building Official prior to any construction, any and all changes in subcontractors during construction must be reported and updated in the building permit file.**

I hereby certify that I am the owner or authorized agent of the owner of the property described herein, and that all information provided in this application and attachments hereto are true and accurate, and that any misrepresentation or misstatement of facts shall be grounds for denial or revocation of the permit. I hereby state that pursuant to KRS Ch. 198B.060(10) and KRS Ch. 342 all contractors and subcontractors employed in any activity covered by this permit shall be in compliance with the Commonwealth of Kentucky requirements for Worker's Compensation Insurance and Unemployment Insurance.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**Owner's Authorization.** *(to be completed if applicant is not owner)* I hereby certify I am the owner of the property described herein, and that I authorize \_\_\_\_\_ to act as my agent in making this application.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

**For office use only:**

Permit No. \_\_\_\_\_ Date Approved \_\_\_\_\_ Date Denied \_\_\_\_\_

Approved By \_\_\_\_\_ Fee Paid \$ \_\_\_\_\_ Check No. \_\_\_\_\_ Cash

Certificate of Occupancy issued date \_\_\_\_\_