



City of Elizabethtown, Department of Planning and Development

200 West Dixie Ave – PO Box 550

Elizabethtown, KY 42702 (270) 982-3226

Official Use Only
Date received: _____
Received by: _____

Project Location

Project Name: _____

Project Address: _____

Applicant Details

Primary Contact (check one): **Applicant** **Property Owner** **Contractor**

Applicant

Business Name _____

Contact Name _____

Address _____

City/State/Zip _____

Phone _____

Email _____

Property Owner

Business Name _____

Contact Name _____

Address _____

City/State/Zip _____

Phone _____

Email _____

Contractor (Not required for plan review. Must be provided prior to permitting.)

Business Name _____

Contact Name _____

Address _____

City/State/Zip _____

Phone _____

Email _____

Proposed Work

- New Building**
- Addition**
- Alteration/Remodel**

Number of stories: _____

Total building square feet: _____

Square footage of project area: _____

Swimming Pool

Indoor **Outdoor** **In ground** **Above ground**

Maximum water depth _____ **ft.** **Total water surface area** _____ **s.f.**

--Signature required on reverse--

Affidavit of Assurances and Application Signature

I do hereby certify that the information provided herein is both completed and accurate to the best of my knowledge, and I understand that any inaccuracies may be considered just cause for invalidation of this application and any action taken on this application.

In consideration for approval of this application, the undersigned representing the owner, hereby agrees to consent to inspection during construction and upon completion of construction for the purpose of determining compliance with the Kentucky Building Code and Elizabethtown Zoning Ordinance, and the inspector may enter upon the premises during any reasonable hour.

Additionally, I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as their authorized agent and we agree to conform to all applicable laws of this jurisdiction and plans as stated in this application.

I further hereby acknowledge receipt of the information on Street/Building Numbering Standards and do hereby agree to the installation of a building number in compliance with said standards.

As applicant, I affirm by this affidavit pursuant to KRS198B.060(10) that all contractors and subcontractors employed or that will be employed, on any activity covered by the permit issued shall be in compliance with the Commonwealth of Kentucky requirements for workers' compensation insurance (according to KRS Chapter 342) and unemployment insurance (according to KRS Chapter 341). I also understand that failure to comply with KRS 198.060(10), upon such findings by a court of competent jurisdiction, shall result in a fine in an amount not to exceed \$4000 or an amount equal to the sum of all uninsured and unsatisfied claims brought under the provisions of KRS 342 and unemployment claims for which no wages were reported as required by KRS 341, whichever is greater.

Signature: _____

Date: _____

Printed Name: _____

Title if
Corporate
Agent

Additional Submittals

The following items must be presented and approved prior to the issuance of the building permit:

- Building plans (See "Building Plan Review Procedure" for details)
- New buildings and additions require:
 - Approval of a development plan or amended development plan. Building plans will not be reviewed until the development plan is approved.
 - A copy of the current site plan
 - Erosion and Encroachment Permits
 - Erosion and Encroachment permits may be obtained in the Storm Water and Engineering Departments on the 2nd floor of City Hall.
- Evidence of business license and workers compensation (or an affidavit of exemption) for contractors.
- Plan review and permit fees

Multiple offices are involved in approving this application. This permit will be approved when ALL reviews have been completed and approved. Work cannot commence until all fees have been paid and the permit is issued.

Electrical work is not included nor approved with the plan review and building permit application. A separate application must be completed and submitted.

Street/Building Numbering Standards

Buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be plain block Arabic numerals or alphabet letters. Numbers shall be a minimum of 6 inches in height for commercial properties with a minimum stroke width of 0.5 inch.