

**CITY OF LEITCHFIELD – PLANNING & ZONING
ZONING PERMIT APPLICATION**

PERMIT# _____

GENERAL PROPERTY INFORMATION

Applicant Name: _____ Owner: _____

Street Address: _____

City: _____ State: _____ ZIP Code: _____ Phone: _____

Location of Property

PVA Map #: _____

Address: _____ City: _____ State: _____ Zip: _____

General Contractor* Name: _____ Phone: _____

Address: _____ City: _____ State: _____ Zip: _____

*Sub-Contractors – please attach separate list with name and address.

*City Business License: Yes or No

(A City of Leitchfield Business License must be obtained by all contractors and sub-contractors prior to construction)

BUILDING INFORMATION – ATTACH BLUEPRINT SHOWING SIZE

Occupancy: _____ If commercial type occupancy has State approval been obtained? _____

Construction Type: _____ Zoning District: _____ Est. Cost: \$ _____

Length: _____ Width: _____ Height: _____ # of Stories: _____ Area: _____ Sq. Ft.

Basement: _____ Sq. Ft. Finished/Unfinished

Auxiliary Structure: _____ On Site Built: _____ Off Site Built: _____ Addition: _____

LOT INFORMATION – ATTACH SITE PLAN SHOWING STRUCTURE, EASEMENTS, UTILITIES AND SET BACKS

Area: _____ Road Frontage: _____ Corner Lot: Y or N

Rear Set Back: _____ (L) Side Set Back: _____

Front Set Back: _____ (R) Side Set Back: _____

Deed Restrictions: Y or N Have all deed restrictions on construction been complied with? Y or N

An application submitted without the required signatures, documentation and fees is incomplete and will not be processed. This permit is to verify compliance of the Zoning Ordinance. The Building Inspector will issue building permits prior to construction and Certificate of Occupancy when completed to required guidelines. You will also need to contact 811 to mark any underground utilities prior to excavation.

PERMIT DISCLAIMER

Permit Disclaimer: Please read carefully, initial, and sign below. I do hereby affirm and agree that I will observe all existing easements whether apparent or not and understand that it is my responsibility to determine the location and extent of any and all easements. I do hereby affirm and agree that I will determine and comply with all applicable requirements and regulations of utilities and local, state, and federal governments. I do also hereby certify and state, pursuant to KRS 198.060(10) that all contractors and subcontractors that are employed or will be employed on any activity covered by this permit shall be in compliance with the Commonwealth of Kentucky's requirements for worker's compensation insurance (KRS Chapter 342) and unemployment insurance (KRS Chapter 341). I further hereby affirm and agree that I will determine and comply with any and all private restrictions, covenants, regulations and with the Zoning Ordinance and Subdivision Regulations of Leitchfield, Kentucky. I also certify that the setbacks shown on the plot plan are accurate to the best of my knowledge and that I have done my utmost to determine true and accurate property lines. I hereby certify that I have read the above statements carefully and understand my obligations. I do hereby release the City of Leitchfield Planning Commission of any liability for my failure to meet the obligations stated above. (_____) Initial) I further acknowledge that my compliance with the terms of this permit is subject to periodic inspection and I grant to the City of Leitchfield Planning Commission or its agents the right to enter upon the property to which this permit pertains at reasonable times to perform one or more inspections of the property to assure compliance. Any obstruction of any inspections will constitute grounds for the revocation of this permit. (_____) Initial)

Signature _____ Printed Name (check one: Owner ___ Agent ___) _____ Date _____

Zoning Administrator _____ Date _____ Amount Paid _____

Building Inspection Requirements

Applications and Inspection Procedures

The application must be completely filled out and presented with the plans for structure. The application must be presented with the required fees paid at the time of submission. A minimum of three (3) inspections will be required on all residential home and duplexes as follows:

A. Footers and Foundations:

All footers are to excavated and steel reinforcement bar in place and tied before inspection. The plans should designate if masonry fireplace is to be built.

B. Framing Inspection:

Once the outer walls are framed, outer insulation board installed, sub-floor and roof sheeting placed, a framing inspection may be scheduled. The rough electric and rough plumbing inspections should be completed before calling for a framing inspection. No walls or floor fiberglass insulation should be in place, and no drywall hung prior to the framing inspection.

C. Final Inspection/Certificate of Occupancy

Final electric and plumbing inspections should be completed and properly stickered and the lot should be finish grade to show proper drainage. A Certificate of Occupancy will be issued after the final inspection has been completed and approved by a Kentucky Certified Building Inspector.

NOTE:

FAILURE TO CALL FOR ANY OF THE ABOVE INSPECTIONS WILL BE NOTED ON THE CERTIFICATE OF OCCUPANCY AND COULD PREVENT THE CERTIFICATE FROM BEING ISSUED AND/OR THE CERTIFICATE WOULD INDICATE THE INSPECTIONS MISSED TO FUTURE OWNERS OR THE LENDING INSTITUTION AT CLOSING. COST OF THE CERTIFIED INSPECTIONS WILL BE THE RESPONSIBILITY OF THE APPLICANT.

Kentucky Certified

Residential – Commercial – Industrial Building

State Building Inspector

Teddy Webb.

270-535-5256