

## Forms & Fees

Application Forms are available in our offices or online at:

<http://www.louisvilleky.gov/ipl/Construction+Review/Permit+Applications+and+Forms.htm>

Fees are noted on the application forms and posted on our website at:

<http://www.louisvilleky.gov/ipl/Construction+Review/Permit+Fees.htm>

Plumbing Permits are obtained from the State Department of Housing, Buildings, & Construction Division of Plumbing. Their forms, regulations, and contact information can be found on their website:

<http://dhbc.ky.gov/Plb/Pages/default.aspx>.

## Inspections

All permits require inspections by our department to ensure that all applicable code requirements have been met and that the project has been constructed according to the approved plans.

The number of inspections varies according to each project but generally occur at foundation stage, framing or "rough-in" stage, and a final inspection.

It is the responsibility of the permit holder to notify the department when the work is ready for inspection

*The Division of Construction Review,  
Develop Louisville administers the  
construction review process to  
protect the health, safety, and welfare  
of the community by reviewing and  
inspecting newly constructed and  
altered buildings and structures for  
compliance with the Kentucky  
Building Code.*



LOUISVILLE METRO  
GOVERNMENT  
Construction Review,  
Develop Louisville

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Louisville, KY 40202  
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[www.louisvilleky.gov/ipl/  
Construction+Review](http://www.louisvilleky.gov/ipl/Construction+Review)

**Need A Permit For  
That?**



**BUSINESS OWNER'S  
PERMIT TOOLBOX**

A QUICK GUIDE TO PERMITTING YOUR  
COMMERCIAL PROJECT

In LOUISVILLE METRO



## What is a Building Permit?

A building permit gives you legal permission to start construction on a building project in accordance with approved plans. These are required by local Ordinance and the Kentucky Building Code.

## When do you need a Building Permit?

The Kentucky Building & Residential Codes require a permit to construct, enlarge, remodel, or change occupancy of a building, or to erect, install, alter, repair, remove, convert or replace any electrical, gas, mechanical, or plumbing system

## Who can apply for a Building Permit?

Building Permits may be issued to either the property owner or a licensed & identified contractor

Electrical & HVAC permits may be issued to either the property owner for their primary residence or a licensed and identified contractor

Search for contractors that are properly identified with the department here: <http://portal.louisvilleky.gov/codesandregs/contractor-report>

## Permits ARE required for:

New Buildings & Additions, Parking Lots

Interior Renovations involving changes to walls, structural elements, egress pathways

Change of Use

Demolition of buildings and accessory structures

Electrical systems - new wiring, panel boxes, new hard-wired light fixtures, etc

Heating/Air Conditioning (HVAC) systems - furnaces, air condition units, replacement units, prefab fireplaces, boilers, range hoods, etc

Plumbing systems – water service, waste lines, water heaters, new bathrooms, etc

Accessibility

Signage

Fire Detection, Fire Suppression

## Zoning Considerations:

Use – confirm zoning classification of property and allowed Uses – Chapter 3 of Land Development Code

Parking – Chapter 9

Landscaping – Chapter 10

Building Setbacks – Chapter 5

Building Design Requirements – Chapter 5

Signage – Chapter 8

The Land Development Code can be found on the website of Planning & Design

Services: <http://www.louisvilleky.gov/PlanningDesign/>

## Other Approvals

A building permit evaluates a project for conformance with the Kentucky Building Codes. In Louisville Metro there are additional regulations that may apply to your project.

## Preservation Districts and Overlays

Projects in the local Preservation Districts and Overlays require review and approval prior to issuance of a building permit. Contact Planning & Design Services for information regarding Preservation Districts and Overlays.

## Small Cities

Smaller cities within Louisville may require review of projects within their city limits. Be sure to check for such requirements as you plan your project.

## Utility Easements

Your property may contain utility easements which may prohibit construction. Confirm the existence of any easements as you plan your project.

## Existing Structures and Nonconformity:

Generally, existing safe structures that do not comply with current codes are allowed to remain as is. Modifications or additions cannot increase their non-compliance.

## Site Information

To learn the zoning and form district, as well as other useful geographic information about your property look it up on the LOJIC mapping website here: <http://www.lojic.org/>