

Code Enforcement Division  
1990 Barret Court, Suite B  
Henderson, KY 42420  
Phone (270) 831-1277  
Fax (270) 831-1271

# CITY OF HENDERSON PERMIT APPLICATION

## New Construction, Addition, Accessory Structures > 120sq. ft.

### For Office Use

Permit Number \_\_\_\_\_  
Date Issued \_\_\_\_\_  
Permit Type \_\_\_\_\_  
Jurisdiction: State \_\_\_ Local \_\_\_  
Zone \_\_\_\_\_ Use \_\_\_\_\_

APPLICANT – Please complete entire application

APPLICATION DATE: \_\_\_\_\_

### I. Building Location

Address \_\_\_\_\_  
Section \_\_\_\_\_

Subdivision Name \_\_\_\_\_  
Lot Number \_\_\_\_\_

### PERMIT REQUIREMENTS

- \_\_\_\_\_ Copy of recorded plat as recorded at the Henderson County Clerk's office or, if no plat is available, copy of recorded deed.
- \_\_\_\_\_ Site plan drawn to scale showing property lines, easements, right-of-ways, the dimensions of existing and proposed structures, with dimensions to property lines, and off street parking.
- \_\_\_\_\_ Drawing of relevant wall sections, floor plans, roof plans or truss diagrams to scale and labeled.
- \_\_\_\_\_ Window schedule for all, except accessory structures, including brand, model number, and size.
- \_\_\_\_\_ Existing and proposed floor plan for addition – including all adjacent rooms and existing window sizes to scale and labeled.
- \_\_\_\_\_ List of all contractors/subcontractors including City of Henderson occupational license, workman's compensation, and unemployment information.
- \_\_\_\_\_ Receipt for tap fees.

### II. Contact Information

#### Building Owner:

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_

Phone Number \_\_\_\_\_  
Add. Phone Number (Cell) \_\_\_\_\_

#### General Contractor:

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Henderson Occupational License Number \_\_\_\_\_

Phone #'s \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Workman's Compensation \_\_\_\_\_ Affidavit \_\_\_\_\_

### III. Permit Information

Residential  Commercial

Scope of Work:  New (Number of units \_\_\_\_\_)  Addition  Accessory

Brief Description of Project \_\_\_\_\_

Est. Cost of Construction \$ \_\_\_\_\_

Estimated Electric Contract \$ \_\_\_\_\_  
(Commercial / Industrial Only)

### IV. Building Characteristics

Construction Type: \_\_\_ 5B (combustible)  
\_\_\_ 2C (noncombustible)

Foundation: \_\_\_ Basement  
\_\_\_ Crawl Space  
\_\_\_ Slab  
\_\_\_ Other \_\_\_\_\_

Dimensions: \_\_\_\_\_ Length  
\_\_\_\_\_ Width  
\_\_\_\_\_ Height \_\_\_\_\_ Total Sq. Footage

## V. Subcontractors

### Excavation \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone #'s \_\_\_\_\_

Workman's Comp. \_\_\_\_\_ Affidavit \_\_\_\_\_

### Concrete \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone #'s \_\_\_\_\_

Workman's Comp. \_\_\_\_\_ Affidavit \_\_\_\_\_

### Masonry \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone #'s \_\_\_\_\_

Workman's Comp. \_\_\_\_\_ Affidavit \_\_\_\_\_

### Framing \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone #'s \_\_\_\_\_

Workman's Comp. \_\_\_\_\_ Affidavit \_\_\_\_\_

### Drywalling \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone #'s \_\_\_\_\_

Workman's Comp. \_\_\_\_\_ Affidavit \_\_\_\_\_

### Flooring \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone #'s \_\_\_\_\_

Workman's Comp. \_\_\_\_\_ Affidavit \_\_\_\_\_

### Insulation \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone #'s \_\_\_\_\_

Workman's Comp. \_\_\_\_\_ Affidavit \_\_\_\_\_

### Other \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone #'s \_\_\_\_\_

Workman's Comp. \_\_\_\_\_ Affidavit \_\_\_\_\_

### Roofing \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone #'s \_\_\_\_\_

Workman's Comp. \_\_\_\_\_ Affidavit \_\_\_\_\_

### Plumbing \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone #'s \_\_\_\_\_

Workman's Comp. \_\_\_\_\_ Affidavit \_\_\_\_\_

### Electrical \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone #'s \_\_\_\_\_

Workman's Comp. \_\_\_\_\_ Affidavit \_\_\_\_\_

### Heating & A/C \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone #'s \_\_\_\_\_

Workman's Comp. \_\_\_\_\_ Affidavit \_\_\_\_\_

### Painting \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone #'s \_\_\_\_\_

Workman's Comp. \_\_\_\_\_ Affidavit \_\_\_\_\_

### Landscaping \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone #'s \_\_\_\_\_

Workman's Comp. \_\_\_\_\_ Affidavit \_\_\_\_\_

### Siding \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone #'s \_\_\_\_\_

Workman's Comp. \_\_\_\_\_ Affidavit \_\_\_\_\_

### Other \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone #'s \_\_\_\_\_

Workman's Comp. \_\_\_\_\_ Affidavit \_\_\_\_\_

Attach a listing of all subcontractors who perform work at the site but do not appear on this form. The Code Enforcement Division **will not** issue a Certificate of Occupancy for new construction until this form has been submitted.

## VI. Affirmation Statement

The owner of this building and undersigned do hereby covenant and agree to comply with all the applicable regulations pertaining to building, zoning and to construct the proposed building or structure to make the proposed change or alteration in accordance with the plans and specifications submitted herewith and certify that the information and statements given on this application, drawings and specifications are, to the best of my knowledge, true and correct.

Application by \_\_\_\_\_  
*Owner or Agent's Signature*

Date \_\_\_\_\_