

GARRARD COUNTY BUILDING PERMIT APPLICATION



Garrard County Fiscal Court
15 Public Square, Lancaster, KY 40444
(859)792-3531 fax (859)-792-2010

APPLICANT INFORMATION:
 Name (Please Print) _____ Date _____
 Phone Number _____
 Present Address _____

CONSTRUCTION INFORMATION:
 Construction Site Address _____ TOTAL SQUARE FOOTAGE _____
 Check boxes that apply:
 Mobile/Manf Home New Home Construction
 Commercial/COU Deck/Porch/Pavillion
 Attached Garage Outbuilding

Is the property a minimum of 1 Acre ? YES _____ NO _____
 Is the property in a flood zone ? YES _____ NO _____

Please contact the following for inspections

ELECTRICAL Wallace Brown (859)-887-2909

PLUMBING (859)-792-2153

CULVERT Garrard Road Dept (859)-792-3531

HVAC (502)-573-0395

The following information is required if applicable

- *Copy of truss diagrams
- *Copy of Septic soil evaluation
- *House plan showing floor plan, typical wall section, lot diagram
- *Copy of any deed or lot restrictions/covenants/bylaws
- *Indication of any LVL or structural members or engineered beams to show proper sizing
- *Class B seal on mobile homes previously owned and moved
- *Mobile home installer information (Name, Lic#)

By signature of this document the Applicant acknowledges the following:

New construction typically requires a minimum of four inspections. It is your responsibility to contact inspectors in a timely manner. No dwelling should be occupied without the issue of a Certificate of Occupancy. All builders and contractors are responsible for registration with the County Tax Admin Office, Workers Comp and liability insurance. The applicant is responsible for complying with all County ordinances and/or community/lot restrictions, bylaws and covenants. Earth retaining walls greater than 4 ft in height require an architect or structural design engineer plan. This department does not inspect retaining walls.

Failure of this office to note all violations in the review of plans and specifications does not relieve the applicant, contractors or owner of the responsibility of complying with applicable codes and regulations. Signature of this application is acknowledgment and acceptance of liability for the construction and completely and fully indemnifies the Garrard County Building Inspector, the Garrard County Fiscal Court and/or any employee of Garrard County of any liability whatsoever

APPLICANT SIGNATURE _____



Public Health
Prevent. Promote. Protect.

Garrard County Health Department

89 Farra Drive
Lancaster, KY 40444

Phone 859-792-2153

Guidelines for Sewage, Plumbing and Building Permits

Below is a step-by-step procedure for obtaining permits for sewage, building and plumbing.

Septic systems must be installed and approved before the building is occupied.

1. Before buying a lot contact the health department to perform a soil evaluation. An application must be completed with the Garrard County Health Department. A backhoe will be required for the evaluation. The site evaluation will determine the suitability of the soil for an onsite sewage disposal system. *The soil evaluation fee is \$200.00 payable to the Garrard County Health Department.*
2. Once the soil evaluation is completed and a suitable area determined, the environmentalist will give you a report of the results and your system options. If a suitable area is not available there may be system modifications available to upgrade the suitability of your lot. ***This report must be submitted to the Building Inspector to obtain a building permit.***

Tim Scott
Building Code Enforcement
15 Public Square, Suite 3
Lancaster, KY 40444
(859) 339-0739

3. Before the plumbing permit is issued the permit for the septic system must be obtained. A list of certified installers in Garrard County is available by request at the Health Department. before the permit is issued the installer must provide the health department with a drawing of the system showing all component locations, any required modifications and grade shots on lateral lines. *The septic permit fee is \$250.00 payable to the Garrard County Health Department.*
4. To obtain a plumbing permit contact Isaac Clark, State Plumbing Inspector. He is available in Garrard County on Wednesday's from 8:00-9:30. His office is located in the lobby of the environmental section of the Health Department. He may be reached by phone at (859) 792-2153.
5. Other steps are necessary on any type of business or commercial building. Contact the Health Department for more information.