

Code Enforcement Division
100 Fifth Street
Henderson, KY 42420
Phone: (270) 831-1277 Fax: (270)
831-1271 Email:
code@hendersonky.gov

CITY OF HENDERSON
PERMIT APPLICATION
New Construction, Addition,
Remodel and/or Accessory Structures



Residential Commercial

Please complete entire application

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 and workman's compensation.

CONTRACTOR REQUIREMENTS – Henderson Contractor Registration Number _____

____ Henderson Occupational License Number _____ Workman's Comp _____ Affidavit _____

HOMEOWNER'S EXEMPTION _____ **Affidavit** _____

I. Building Location

Address _____ - OR- Subdivision Name _____
Section _____ Lot Number _____

II. Contact Information

| | | |
|--|---------------|---------------|
| Applicant | Name _____ | Email _____ |
| | Address _____ | Phone # _____ |
| Building Owner (If different than Applicant) | Name _____ | Email _____ |
| | Address _____ | Phone # _____ |
| General Contractor | Name _____ | Email _____ |
| | Address _____ | Phone # _____ |

III. Project Description

Scope of Work: New (Number of units _____) Addition Remodel Accessory

Project Description: _____

Est. Cost of Construction \$ _____ (excluding fees associated with plumbing, HVAC, and electrical permits and inspections.)

IV. Building Characteristics

Dimensions: Height _____
Length _____
Width _____
Total Square Footage _____

| | | |
|---------------------------------------|------------------------|---|
| For Office Use | Admin Hold _____ | Utility Notice _____ |
| Zone: _____ | PID#: _____ | Flood Plain: <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Permit Type: _____ | Variance/CUP: _____ | Yes <input type="checkbox"/> No |
| Jurisdiction: State _____ Local _____ | Plan Rev Fee: \$ _____ | Permit Fee: \$ _____ |
| Permit #: _____ | | |

V. Subcontractors

PROJECT ADDRESS

Excavation _____

Address _____

City, State, Zip _____

Phone #'s _____

Contractor Reg# _____ Workman's Comp _____

Concrete _____

Address _____

City, State, Zip _____

Phone #'s _____

Contractor Reg# _____ Workman's Comp _____

Masonry _____

Address _____

City, State, Zip _____

Phone #'s _____

Contractor Reg# _____ Workman's Comp _____

Framing _____

Address _____

City, State, Zip _____

Phone #'s _____

Contractor Reg# _____ Workman's Comp _____

Drywalling _____

Address _____

City, State, Zip _____

Phone #'s _____

Contractor Reg# _____ Workman's Comp _____

Flooring _____

Address _____

City, State, Zip _____

Phone #'s _____

Contractor Reg# _____ Workman's Comp _____

Insulation _____

Address _____

City, State, Zip _____

Phone #'s _____

Contractor Reg# _____ Workman's Comp _____

Other _____

Address _____

City, State, Zip _____

Phone #'s _____

Contractor Reg# _____ Workman's Comp _____

Roofing _____

Address _____

City, State, Zip _____

Phone #'s _____

Contractor Reg# _____ Workman's Comp _____

Plumbing _____

Address _____

City, State, Zip _____

Phone #'s _____

Contractor Reg# _____ Workman's Comp _____

Electrical _____

Address _____

City, State, Zip _____

Phone #'s _____

Contractor Reg# _____ Workman's Comp _____

Heating & A/C _____

Address _____

City, State, Zip _____

Phone #'s _____

Contractor Reg# _____ Workman's Comp _____

Painting _____

Address _____

City, State, Zip _____

Phone #'s _____

Contractor Reg# _____ Workman's Comp _____

Landscaping _____

Address _____

City, State, Zip _____

Phone #'s _____

Contractor Reg# _____ Workman's Comp _____

Siding _____

Address _____

City, State, Zip _____

Phone #'s _____

Contractor Reg# _____ Workman's Comp _____

Other _____

Address _____

City, State, Zip _____

Phone #'s _____

Contractor Reg# _____ Workman's Comp _____

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 _____

01-02-73

10-11-2023