

1101 Main Street  
Benton, Kentucky 42025  
(270) 527-4744

Permit #: \_\_\_\_\_

Date Submitted: \_\_\_\_\_

## Marshall County

# Residential Building Permit Application

Residential building permits are required for new construction, additions or alterations of existing space. If exempt from permit, applicant must provide documentation. Permit applications must be signed by the property owner or their designated agent. Only work specified within the application form will be covered by an issued permit. Any accessory buildings, attached or detached, not described will require addition permits. Any project located within the Special Flood Hazard Area must comply with the applicable Flood Damage Prevention Ordinance.

### 1. Project Location

If located within city limits projects must conform to city zoning and regulations. City approval is required before a building permit can be issued.

911 Address: \_\_\_\_\_  
Number & Street City ST Zip Code

Jurisdiction:  County  Calvert City  Benton  Hardin

(If within the city limits of Calvert or Benton attach a copy of the zoning permit)

Floodplain Management: Is the project located within a Special Flood Hazard Area?  Yes  No  
(If yes, attach a copy of the approved permit from Kentucky Division of Water & local Floodplain Administrator)

### 2. Contact Information

#### Property Owner

Name & Current Mailing Address : \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

#### Contractor/Builder

Contact Name & Mailing Address : \_\_\_\_\_

Company Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

#### Architect/Designer

Name & Mailing Address : \_\_\_\_\_

Company Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### 3. Description of Work

Type:  New Construction  Addition  Alteration of Existing  Other: \_\_\_\_\_

Proposed Use: (check applicable)

Single-family residence (conventional) No. of stories: \_\_\_\_\_  Accessory (Garage/Shed/ Barn) No. of stories: \_\_\_\_\_

Single-family residence (modular)  Duplex No. of stories: \_\_\_\_\_

Estimated Construction Cost: (total labor & materials) \$ \_\_\_\_\_

**Required Documentation:** Please refer to checklist on reverse side for required documentation to be submitted with the completed and signed application.

**Permit Disclaimer:** I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I agree to conform to all applicable laws of the jurisdiction in which this work will be done. In addition, if a permit for work described in this application is issued, I certify that the code official or the code officials authorized representative shall have the authority to enter areas covered by said permit at any reasonable hour to enforce the provisions of the code(s) applicable to said permit. I further certify that the above information is true and accurate.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## Required Documentation Checklist

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The following documentation and fees, if applicable, must be submitted to the Marshall County Building Office:

1.  Building Permit application, completed and signed.
2.  Foundation plan (all structures over 1,500 sq. ft.)
3.  Floor plan with square footage under roof.
4.  Typical wall section that includes– Sheet OSB, footer, blocks, plate, stud, lateral bracing dimensions, trusses.
5.  Truss Specification Sheet from Manufacturer.
6.  Site Plan or copy of Subdivision Plat (if not on file digitally by the county).
7.  Site Evaluation/Septic System Permit No. \_\_\_\_\_ - (attach copy).
8.  City Zoning Compliance Permit No. \_\_\_\_\_ - (attach copy).

## Required Inspections for Residential Construction

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The following inspections are required with no exceptions. Failure to contact this office for these inspections will result in the posting of a **Stop Work Order** and may require the removal of completed work to allow the proper inspection of the structure.

1. **Footing Inspection** – Soil conditions, piers, grade beams, sub-footers when ready to pour and reinforcing steel is tied in place.
2. **Foundation Inspection** – Upon completion of foundation before backfill.
3. **Framing Inspection** - Upon completion of rough electrical, plumbing, framing, HVAC and prior to insulation installation.
4. **Final Inspection** - When the project is completed and ready to occupy; when final grading has been accomplished.

24 hour notice is required on “ALL” inspections. The following information is required when scheduling an inspection: **Permit Number, Site Address and Type of Inspection.**

### OFFICE USE ONLY

Total Square Footage of Project: \_\_\_\_\_ x \$0.15 (minimum \$75) = \$ \_\_\_\_\_  
+ \$ 10.00 filing fee

**Total Amount Due:** \$ \_\_\_\_\_