

TO BE SUBMITTED WITH BUILDING APPLICATIONS

1. Application completely filled out.
 - Commercial building permit: White folded paper
 - Three different Residential permits:
 - Roofing, Siding, Windows: White NCR (carbon) Paper
 - Signs, Tents, Solid Fuel Appliances, Misc.: Yellow NCR (carbon) Paper
 - Everything Else (i.e. decks, addition, renovation, new homes, demolition): Brown Single Page

The owner of record **MUST** sign the application. We will not accept a signed contract

There is a space to provide who is hauling the construction debris out of Lexington, and where it is going.

2. Workman's Compensation Affidavit
3. Copy of Construction Supervisors License (CSL) and Home Improvement Contractors Registration (HIC)
 - If Homeowner is pulling the permit we do not want this information.
 - If Contractor is pulling residential permit we always need both CSL & HIC. There is only one instances when HIC is not needed
 - When the home is not owner occupied (i.e. it is a rental property)
4. Plot Plan with required information for any exterior work (i.e.: dormers, bay windows, decks, replacing existing porches): 4 copies for new homes, 3 copies for all other projects
5. **Copies of Plans:** 4 copies for new houses, 3 copies for all other projects
6. If engineered lumber is being used in the project a list of all engineering calculation with the engineers / architects stamp must be provided
7. **Energy Audit:** This is for any project with insulation being installed. This information must follow the International Energy Council Code 2006 (IECC 2006) after July 2010 2009 IECC
8. **A Check for the permit fee:** This fee is based on the estimated value of the project.
 - \$12.00 per 1,000.00, of estimated valuation. The minimum permit fee is \$30.00.
 - Microfilm Fee: This is also based on the estimated value of the project.

\$200,000.00 and under	\$10.00
\$201,000.00 up to \$999,999.00	\$25.00
1 million and up	\$200.00