



**PRESTONSBURG  
KENTUCKY**

**CITY OF  
PRESTONSBURG**

200 North Lake Drive

Prestonsburg, KY 41653

Phone: (606) 886-2335

[www.prestonsburgcity.org](http://www.prestonsburgcity.org)

**James Allen, Building Official**  
606-886-2335 ext. 211  
Email: 211@prestonsburgfire.com

**Bobby Carpenter, Electrical Inspector**  
606-886-2335 ext. 211

## **PREPARING TO BUILD**

### **A Guide to Building & Construction Requirements**

If you are planning to construct or significantly remodel a structure within the City of Prestonsburg, the following information will assist you in understanding the general requirements and provide contact agencies who will be able to supply more specific information. Please contact the Department of Building & Construction with any questions you may have.

#### **Zoning and Subdivision Requirements**

Your site and location must be in compliance with the City of Prestonsburg Zoning and Subdivision ordinances and suitable for your proposed use. You should be prepared to verify your property lines via a deed or survey. Zoning information can be obtained from the Department of Planning and Engineering.

#### **Site Improvements**

Approval is required from the Department of Building and Construction for preconstruction improvements to your building site which may affect street access, culvert installation, drainage and utility location.

#### **Plan Review and Permit Application**

An application for plan review and building permit must be submitted to the Department of

Building & Construction along with two complete sets of building construction plans, a site plan, and appropriate fees. These plans and specifications must be approved prior to issuance of the building permit. A Plan Review Application must be submitted.

#### **Site Plan Requirements**

Every application submitted for a building permit to this office shall be accompanied by a site plan drawn to a reasonable accuracy showing the following:

- Lot boundaries, building site, existing buildings, and parking on the lot.
- Accurate dimensions of lot boundaries, yards, building size and buildings.
- Layout of off-street parking and loading spaces and driveways. (If planning new or altering previous street access, applicant shall apply for an encroachment permit.) □□ Street name and number.
- Subdivision and lot number
- Easements and building setback lines.
- North arrow.
- Recording Information.
- Any information required by the Building & Construction Department.

#### **Plumbing Systems**

Plumbing plans for regulated structures must be submitted to the Floyd County Health Dept. for review and approval. Evidence of that approval must be submitted prior to issuance of the building permit. Plumbing inspectors can be contacted through the Floyd County Health Department.

Connection to municipal utility mains must be inspected by a representative of the local utility provider.

#### **Utility Availability**

Do not assume that all utilities are available at your building site. Use the phone list on the back of this pamphlet to verify availability with the utility providers.

#### **Electrical Services**

Electrical wiring must comply with the requirements of the National Electrical Code (NFPA 70) and are subject to the inspections and approval of the certified electrical inspector appointed by this jurisdiction.

#### **HVAC Requirements**

All new building permits require a permit from the Kentucky Department of Housing, Buildings, and Construction Division of HVAC.

#### **The Code**

Buildings shall be constructed in compliance with the Kentucky Building Code and it's referenced standards applicable at the time of permit issuance. Code books will be available through the Kentucky Dept. of Housing, Buildings & Construction, 101 Sea Hero Road, Suite 100, Frankfort, KY 40601.

#### **Change in Plans**

Deviation from approved plans must be authorized by the approving agency. In some cases, submission of revised plans may be required.

#### **Signs**

Signs must comply with the municipal zoning ordinance. A permit is required prior to the installation of all signs and may be secured from the

Department of Building & Construction. A Sign Permit Application may be obtained online.

**Other Required Permits**

**Pools:**

All in ground and above ground pools over 24 inches in depth or 250 sq. ft. in size are considered an accessory structure and must be placed in a rear yard. Said pools will require a building permit and shall be surrounded by a barrier at least 48 inches above the grade.

**Decks:**

Decks are considered accessory structures. Property owner should check with building department prior to construction to see whether a building permit is required.

**Portable Buildings:**

**Commercial** - If portable building is less than 120 sq. ft. in size, left on the runners they were constructed on, not attached to a concrete pad or foundation, then no permit is required.

**Residential** - Portable buildings 200 sq. ft. or larger, site built garages or out-buildings are considered accessory structures and require a building permit.

Portable buildings may be placed in the rear yard, as long as they meet required setbacks, and any easement restrictions.

**Fences:**

Fences do require a building permit. Fences must meet zoning regulations.

**Building Permit Issuance**

When all required approvals are in order and upon payment of proper fees, a building permit will be issued by the Department of Housing & Construction. A house number will also be assigned at this time. Commencement of construction prior to issuance of the building permit is prohibited.

**Building Permit Application Process**

1. Secure application from Building Department
2. Complete application and return it to the Building Department
3. You must complete a separate application for gas, water and sewer taps

**Building Permit Fees**

For permit pricing please contact the Office of Building and Construction.

**Other Requirements**

It shall be the contractor/owner’s responsibility to keep the job site clean from debris that could be carried to adjoining property by wind or rain or any other means. It shall also be the contractor/owner’s responsibility to keep mud and/or gravel off the paved city streets. Erosion control on the property shall be maintained in such a manner as to keep the soil from eroding onto the streets.

The City of Prestonsburg has a Stormwater Conveyance and Erosion Control Ordinance. The Department of Building & Construction should be

contacted before beginning any land disturbance activity.

No person shall use or permit the use of any structure or premises that has been issued a permit under a building permit application until the building official has issued a Certificate of Occupancy for certain use groups. This will be determined at the issuance of the permit.

**Notes**

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*This pamphlet is a guideline of the general requirements for construction within the City of Prestonsburg. It is not intended to cover all details or special conditions. For specific information please contact the Department of Building & Construction.*

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**Agency Phone Numbers**

- Building Official.....606-886-2335
- Electrical Inspector .....606-886-2335
- Stormwater/Drainage .....606-886-3537
- Building & Construction.....606-886-2335
- Fire Marshal.....606-886-2335
- Call Before You Dig.....811 or 1-800-752-6007
- Municipal Utilities
- Natural Gas/Water/Wastewater ....606-886-6871
- Sanitation.....606-886-3537
- AEP Electric .....800-572-1113
- Big Sandy RECC.....606-789-4095
- Suddenlink.....877-694-9474
- Floyd County Health Dept.....606-886-2788
- Plumbing Inspector .....606-359-3850
- HVAC Inspector.....606-671-7130

