

PROCEDURE FOR CHECKING THE STATUS OF YOUR BUILDING PERMIT

When submitting for a building permit, there are several options available to you for checking the status of your application.

1. Once the zoning office has approved your permit application and your paperwork has been forwarded to the Building Department, it is usually 3 to 5 business days before you may expect your residential permit to be issued; and 10-15 business days for commercial permits (depending on the size of the project).
2. There are two ways to determine the status of your permit:
 - Call our main switchboard at 859-334-2218 and our clerical staff will discuss your application with you.
 - Log on to our webpage at <http://www.boonecountyky.org/bd/default.aspx> and click on Permits and then Permit Status to search for your permit.
Review notes will be listed under the Plan Review icon at the bottom of the page along with any additional documentation needed to issue your permit.
3. If revisions are needed on your building plans, it is usually 1 to 2 days after we receive the revised drawings before your permit may be ready.
4. Please contact our main switchboard for all other questions on permitting and inspections, and you will be forwarded to the appropriate staff member.