BOONE COUNTY
BUILDING INSPECTION

THE BOONE COUNTY BUILDING DEPARTMENT
www.BooneCountyKy.org
2950 Washington Street (Suite 312) * P.O. Box 960 * BURLINGTON, KY 41005
(859) 334-2218 * FAX (859) 334-3137

SIGN PERMITS

All signage over 8 square feet will require a building permit.

The following items shall be submitted at the time of application:

1. Building Permit Submittal will be done online through our online Oracle Portal (which can be found on our website.

2. Plan Review and Inspection Fee:
   Signage 32 square feet or more - Minimum fee of $150.00
   Signage under 32 square feet - Based on cost of construction

3. Plans for signs over 12 ft. in height are required to be stamped and sealed by a professional engineer registered in the Commonwealth of Kentucky.

3. One (1) set of detailed drawings and plans including an approval from a listed or county recognized testing agency for illuminated signage. Drawings shall also include method of anchorage for building mounted signage. These plans will need to be uploaded to your Oracle online account.

4. Zoning approval from the Boone County Planning Commission (334-2196).

5. Applicant shall furnish the name of the electrician performing electrical work on illuminated signage. Electrician shall be certified in the State of Kentucky and possess a current Boone County Electrical Permit.

REQUIRED INSPECTIONS

1. Electrical inspection shall be performed on illuminated signage by one of the following state electricial inspectors:

   Steve Helmer 746-9111

2. A footer inspection shall be performed for all free standing signs by this office prior to placement of poles. Please contact 334-2218, giving twenty-four hours advanced notice.

3. A final inspection shall be performed by this office on all signage after installation is complete and after an electric inspection has been performed (where appropriate). Please contact 334-2218 for your final inspection.