



PUBLIC PROTECTION CABINET

Department of Housing, Buildings and Construction

Matt Bevin
Governor

Commissioner

Division of Plumbing

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David A. Dickerson
Secretary

Jack L. Coleman
Deputy Commissioner

MEMORANDUM

Date: December 15, 2015

From: David Moore, Director

To: Master Plumbers

RE: Online Permit System

As you may already know, in 2003 we rolled out an online permit system in an effort to increase your business productivity and affording you the ability to purchase permits day or night, regardless of staff availability. That system has been attached to a payment system being maintained by Commonwealth of Kentucky resources. Over the years we have experienced frequent outages due to payment system failure and the time has come for that antiquated system to be phased out as it will no longer be maintained by Commonwealth of Kentucky resources effective December 28, 2015.

As we move toward a new resource for maintaining payments processed for permits throughout the Department of Housing, Buildings, and Construction, the Department has advised that we utilize a company outside of State Government. That being said, Kentucky Interactive, will assess an administration fee per transaction for the permits you purchase online effective December 28, 2015. Portal Permit Administration fees will be assessed as follows, for electronic check payments, a \$2.00 administration fee per electronic check payment will be added as you process your online payment at check out, for credit/debit card payments an administration fee of 2.75% of total permit cost will be added as you process your online payment at check out.

In order to minimize fees, you may wish to purchase multiple permits in one transaction and if you are purchasing a permit in the amount of \$100.00 or more you may want to use an electronic check due to the credit payments being assessed 2.75% of total transaction fee. If you wish to avoid online permit administration fees altogether, you have the ability to process permits at your local inspector's office on the day and time that he is available in your county. Those checks would be forwarded to this office for processing through standard banking methods.



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