



# ONE AND TWO FAMILY DWELLING AND TOWNHOMES JOINT APPLICATION FOR ZONING/BUILDING PERMITS

1840 Simon Kenton Way, Suite 3400, Covington, KY, 41011  
P) 859-331-8980 F) 859-331-8987 pdskc.org

Do you wish for this application to be processed as a fast track?  No  Yes (1-1/2 times the normal fee, due with application)

County and address of proposed activity: \_\_\_\_\_ Suite #: \_\_\_\_\_

Property Identification Number (PIDN): \_\_\_\_\_ Subdivision: \_\_\_\_\_ Lot: \_\_\_\_\_

	Property Owner	Plans By	Contractor/Builder	Applicant
Contact				
Company				
Address				
City				
State				
ZIP Code				
Phone #				
Fax #				
Cell #				
Email				
Occupational License #	N/A	N/A		
Fed Tax ID #	N/A	N/A		

Proposed building activity (Required to be completed):

<input type="checkbox"/> New building <input type="checkbox"/> Addition to building <input type="checkbox"/> Alteration to building <input type="checkbox"/> Demolition of building <input type="checkbox"/> Accessory structure <input type="checkbox"/> Deck <input type="checkbox"/> Other: _____	<input type="checkbox"/> Repair/Replacement <input type="checkbox"/> Agriculture / Farm exemption <input type="checkbox"/> Change of use or occupancy <input type="checkbox"/> Driveway / Access point <input type="checkbox"/> Retaining Wall <input type="checkbox"/> Basement finish	<input type="checkbox"/> Fence Type: _____ Height: _____ <input type="checkbox"/> Pool enclosure? <input type="checkbox"/> Sign <input type="checkbox"/> New <input type="checkbox"/> Face change <input type="checkbox"/> Swimming pool <input type="checkbox"/> In ground <input type="checkbox"/> Above ground <input type="checkbox"/> Pool deck?
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Current use of property (i.e. single family, two family etc.): \_\_\_\_\_

Proposed use of property (i.e. single family, two family etc.): \_\_\_\_\_

Description of construction activity to be performed: \_\_\_\_\_

Total square footage, including basements, porches, garage, etc.: \_\_\_\_\_ Overall estimated cost: \$ \_\_\_\_\_

Type of sewage disposal:  Public or centralized  On-site (septic tank): Sewer permit number \_\_\_\_\_

Type of water supply:  Public  Private (well, cistern)

Is the project located within the floodplain?  Yes: Panel # \_\_\_\_\_  No  
 Is the project located on an original hillside slope of twenty (20) percent or greater?  Yes  No  
 How much land area is being disturbed for the proposed project? \_\_\_\_\_ acres  
 Subdivision name: \_\_\_\_\_ Lot number: \_\_\_\_\_  
 Manufactured home manufacturer: \_\_\_\_\_ Modular home number: \_\_\_\_\_  
 Encroachment permit required by: \_\_\_\_\_ City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_

For energy compliance, you will utilize:  PDS Inspectors (Visual)  Certified Third Party Energy Inspectors

No work shall be started until proper permits have been issued. Fees are non-refundable. All actions taken in connection with this application are based on the representations by the applicant that the submitted information and attachments are correct and accurate and the burden of proof of its correctness and accuracy is the responsibility of the applicant. The applicant is responsible for meeting all requirements of the Kentucky Building Code and local zoning ordinances.

Owner or Authorized Agent (Signature): \_\_\_\_\_ Date: \_\_\_\_\_

Owner or Authorized Agent (Please print): \_\_\_\_\_

----- To be completed by Administrative Official -----

Application #: _____		Date Received: _____			
			App.	App. With Conditions	Disapp.
SIC Code: _____	Zoning fee: _____	Zoning	_____	_____	_____
Zone: _____	Building fee: _____	Building	_____	_____	_____
BOA #: _____	HVAC fee: _____	HVAC	_____	_____	_____
Stage 1/11DP: _____	Other: _____	Permit issued: _____			
	Total: _____	Certificate of Occupancy issued: _____			
Date: _____		Amount paid: _____	Method: _____		
Date: _____		Amount paid: _____	Method: _____		

Signature of Administrative Official: \_\_\_\_\_