



Encroachment Permit or Request for Address

Campbell County Planning Zoning and Building Inspection
 1098 Monmouth Street, Suite 343
 Newport, Kentucky 41071

Phone: (859) 292-3880
 Fax: (859) 547-1868
 Email: pzadmin@campbellcountyky.gov

www.campbellcountyky.gov

1. Project Located In:

<input type="checkbox"/> Unincorporated Campbell County	<input type="checkbox"/> Cold Spring	<input type="checkbox"/> Highland Heights	<input type="checkbox"/> Southgate
<input type="checkbox"/> Alexandria	<input type="checkbox"/> Crestview	<input type="checkbox"/> Melbourne	<input type="checkbox"/> Wilder
<input type="checkbox"/> Bellevue	<input type="checkbox"/> Dayton	<input type="checkbox"/> Silver Grove	<input type="checkbox"/> Woodlawn
<input type="checkbox"/> California			

2. Project Address: _____
 City: _____ State: _____ Zip: _____

3. PIDN: 999-99-____ - ____ . ____

4. Applicant: Contractor Property Owner
 Contractor: _____ Contact: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Phone: _____ Email: _____

 Occupational Tax License number: _____
County City

 Property Owner: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Phone: _____ Email: _____

5. Type of Encroachment:

<input type="checkbox"/> Residential	<input type="checkbox"/> Industrial	<input type="checkbox"/> County Route	<input type="checkbox"/> Private Street
<input type="checkbox"/> Commercial	<input type="checkbox"/> State Route	<input type="checkbox"/> City Street	<input type="checkbox"/> Address Request

6. Materials: Concrete Asphalt Other: _____ Depth: _____
 Description of Subbase: _____
 Driveway slope: Toward structure Toward roadway
 Estimated Cost: \$ _____

7. Is this the driveway, ditch and/or culvert marked in the field? Yes No

8. Is this project located in the Floodplain? Yes No
 Is this project located on a Hillside Slope of 20% or greater? Yes No

9. Acknowledgement:

I hereby certify that I am requesting this review on behalf of all owners of this property. All fees are due at the time of application and are not refundable, regardless of the decision of the Roadway Department, Building Inspections, Planning Commission, Board of Adjustment and/or their authorized agent.

Applicant Signature

Date

Attachments: Digital submission accepted at pzadmin@campbellcountyky.gov

- Encroachment: Two copies of construction plans depicting driveway location, pavement type, culvert details and relevant design details.
- Address only: Site plan depicting proposed driveway location
- Permit fee (\$50)

-----INFORMATION BELOW TO BE COMPLETED BY STAFF-----

BP	\$ _____ Encroach. Permit	Date Recd. _____
	\$ _____ Other	<input type="checkbox"/> Credit Card
	\$ _____ Total	<input type="checkbox"/> Cash
		<input type="checkbox"/> Check (#) _____

Roadside Pre-permit Inspection Date: __/__/__ Reviewed by: _____

Ditch Required: Yes, Size _____ No

Culvert Required: Yes, Size _____ Material: _____ No

Connecting bands or gasketed bell required: Yes No

Driveway crowning required: Yes No

Paved apron required: Yes, Minimum Length: _____ No

Paved driveway required: Yes, Minimum Length: _____ No

Additional notes for permit:

Inspections required by Roadway Department: Pre-fill/install Final None