



CAMPBELL
COUNTY | KY

Commercial and Multi Family Building Permit Application

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:

- | | | | |
|---|--------------------------------------|---|------------------------------------|
| ☐ Unincorporated Campbell County | ☐ Cold Spring | ☐ Ft. Thomas | ☐ Southgate |
| ☐ Alexandria | ☐ Crestview | ☐ Highland Heights | ☐ Wilder |
| ☐ Bellevue | ☐ Dayton | ☐ Melbourne | ☐ Woodlawn |
| ☐ California | | ☐ Silver Grove | |

2. Project (Business) Name or Description: _____

Project Address: _____

City: _____ State: _____ Zip: _____ PIDN: 999-99- ____ - ____ . ____

3. Applicant: ☐ Engineer/Architect ☐ Contractor ☐ Property Owner

Engineer/Architect: _____ Contact: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Contractor: _____ Contact: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Occupational Tax License: _____
County issued number City issued number if Dayton, Bellevue, SilverGrove

Property Owner: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

4. Type of structure: ☐ Commercial ☐ Industrial ☐ Multi-Family

5. Estimated cost of project \$ _____

6. Proposed Activity:

- | | | |
|--|---|---|
| ☐ New Construction | ☐ Range Hood | ☐ Fire Suppression |
| ☐ Remodel | ☐ Hood Extinguish Sys. | ☐ Sprinkler Sys. |
| ☐ Tenant Finish | ☐ Retaining Wall | # of heads: _____ |
| ☐ Addition | ☐ Roof Replacement | ☐ Other: _____ |
| ☐ Accessory Structure | ☐ Fire Alarm | |

7. Group Classification (KBC Ch.3)_____Construction Type (KBC Ch.6) _____

Number of Stories (including basement):_____Number of units: _____

Building Square Footage:_____Square Footage of Remodel Area: _____

Occupant load: _____

8. Verification of International Energy Conservation Code:

☐ Performance: Blower Door Test (by third party)

☐ Prescriptive: Visual Inspection (by Building/HVAC Inspector)

9. Is this project located in the Floodplain? ☐ YES ☐ NO

10. Is this project located on a Hillside Slope of 20% or greater? ☐ YES ☐ NO

11. Is this project located in a Historic District? ☐ YES ☐ NO

12. 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 Building Inspections, Planning Commission, Board of Adjustment and/or their authorized agent.

Applicant's Signature

Date

ATTACHMENTS (HVAC and Electrical to be submitted separately):

Digital submissions preferred and accepted at pzadmin@campbellcountky.gov

☐ 1 digital set of building plans

☐ 1 digital set of site plans

☐ Encroachment Permit

☐ List of subcontractors (Names and Addresses)

☐ Certificate of Appropriateness
(Historic District)

☐ Permit Fees

☐ Truss Drawings

☐ Fire Alarm/Suppression Plans

☐ Range Hood Plans

☐ Elevator Plans
