



VILLA HILLS POLICE DEPARTMENT

719 ROGERS RD. • VILLA HILLS, KY 41017 • (859) 341-3535 • FAX (859) 341-3579

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

County and address of proposed activity: _____

Property Identification Number (PIDN): _____

	Property Owner	Plans By	Contractor / Builder	Applicant
Contact				
Company				
Address				
City				
State				
ZIP Code				
Phone #				
Fax #				
Cel #				
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"/> Repair / Replacement	<input type="checkbox"/> Fence Type: _____ Height: _____
<input type="checkbox"/> Addition to building	<input type="checkbox"/> Agriculture / Farm exemption	<input type="checkbox"/> Pool enclosure?
<input type="checkbox"/> Alteration to building	<input type="checkbox"/> Change of use or occupancy	<input type="checkbox"/> Sign
<input type="checkbox"/> Demolition of building	<input type="checkbox"/> Driveway / Access point	<input type="checkbox"/> New
<input type="checkbox"/> Accessory structure	<input type="checkbox"/> Retaining wall	<input type="checkbox"/> Face change
<input type="checkbox"/> Deck	<input type="checkbox"/> Basement finish	<input type="checkbox"/> Swimming pool
<input type="checkbox"/> Other: _____		<input type="checkbox"/> In ground
		<input type="checkbox"/> Above ground
		<input type="checkbox"/> Pool deck?

Current use of property (i.e. single family, two family, etc.): _____

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

Description of activity listed above 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

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: _____