



Kenton County
Planning Commission

PUBLIC FACILITY REVIEW APPLICATION

For questions, clarification, and confirmation of meeting date, please call the PDSKC Planning & Zoning Department at (859) 331-8980.

All required items must be submitted by the published deadline for the desired KCPC Public Hearing.

PUBLIC FACILITY REVIEW SUBMISSION REQUIREMENTS: Electronic Submission ONLY. Please email this application and supporting documents (below) to kcpc@pdskc.org

Completed signed application and fee: **FY26-27 APPLICATION FEE IS \$281.00**

A legal Description of the subject property – *This can be either a Metes and Bounds survey or a copy of the deed*

A letter from the property owners authorizing the applicant to submit the application on their behalf (If applicable)

1 electronic copy of all site/development plans submitted should be emailed to kcpc@pdskc.org

*** If a check is not submitted with your application, the PDS accounting department will send you an invoice for payment.**

**** Checks should be made payable to "KCPC" or you may call the PDS office to pay by credit card over the phone.**

APPLICANT INFORMATION	NAME:		
	ADDRESS:		
	CITY:	STATE:	ZIP:
	PHONE:	EMAIL:	
PROPERTY LOCATION	PIDN:		
	ADDRESS:		
JURISDICTION WHERE PROJECT IS LOCATED:			
REQUEST DESCRIPTION:			

The foregoing information and attachments are true and accurate to the best of my knowledge.

Date

Signature of Applicant

Print Name

I acknowledge that someone able to represent this request will be present at the Planning Commission meeting. If no one is present I acknowledge that I run the risk of receiving an unfavorable recommendation due to a lack of information (Initial Here)