



Calvert City Planning Commission

PO Box 36, 861 E 5<sup>th</sup> Avenue, Calvert City KY 42029  
270-395-7138

Application for Zoning Compliance

Applicant: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Owner: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Builder: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Location of Proposed Development Site: \_\_\_\_\_ Zone: \_\_\_\_\_  
(Subdivision and Lot Number if no address has yet been assigned)

Proposed action is for: New Construction  Alteration  Change in Use

Existing use of property: \_\_\_\_\_ Proposed Use(s): \_\_\_\_\_

List the public right-of-way on which the property has at least 20' of street frontage: \_\_\_\_\_ Lot Width: \_\_\_\_\_

Building height of construction: \_\_\_\_\_ Number of existing structures larger than 100 Sq Ft: \_\_\_\_\_ Number of Principal Structures: \_\_\_\_\_

Distance of building(s) from closest lot lines: Front: \_\_\_\_\_ Rear: \_\_\_\_\_ Left Side: \_\_\_\_\_ Right Side: \_\_\_\_\_

Lot area: \_\_\_\_\_ Sq Ft Cumulative area of all structures: \_\_\_\_\_ Sq Ft Lot Coverage: \_\_\_\_\_ %

**Non-Commercial:** Attach a sketch indicating all structures on the lot, proposed additions, dimensions of lot and structures, distances from structures to lot line and other structures, lot width at set back line, and location of street and/or other infrastructure.

**Commercial Development:** All Applications for commercial development must include four (4) copies of a site plan (unless waived) which shall include in detail the items required for individual zoning classifications and Articles 7.4D and/or 7.6F of the Calvert City Zoning Ordinance as applicable. A copy of said Articles may be obtained from the Zoning Administrator, the Calvert City Clerk's Office, or the Calvert City website at: <https://calvertcity.com/wp-content/uploads/2022/02/ZONING-ORDINANCE-Updated-09-28-20.pdf>

In making application for a Zoning Compliance Certificate, applicant states that the information given is, to the best of his/her knowledge, true and accurate. It is understood and agreed by the applicant that any error, misstatement, or misrepresentation of fact, either with or without intention on his/her part, might, if known, cause denial of the application; or any alteration or change in plans made without the approval of the Zoning Administrator subsequent to the issuance of the certificate, shall constitute sufficient grounds for revocation of such certificate.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Certificate of Zoning Compliance DENIED	Certificate of Zoning Compliance APPROVED
Cause: _____ _____ _____ _____ _____ _____ Date: _____ Signed: _____ Zoning Administrator	Having reviewed the foregoing Application, and based on the information contained therein, it is hereby determined that the proposed construction or use is in compliance with the Calvert City Zoning Ordinance. Therefore, a Certificate of Zoning Compliance authorizing the use of this property as proposed herein is hereby granted. (Note: The issuance of the Certificate does not confirm the accuracy of the facts asserted herein; nor is it intended to affect the property rights of any third party.)  Date: _____ Signed: _____ Zoning Administrator
(Do not write in this space)   Fees: Residential - \$15, Commercial - \$25	

# INSTRUCTIONS FOR COMPLETING AN APPLICATION FOR ZONING COMPLIANCE

Application for Zoning Compliance is required any time the use of a structure or land is changed from one permitted use to another, or when any building or other structure is planned to be erected, moved, enlarged, or structurally altered. A change in use includes moving from vacancy to use. [Note: A Zoning Compliance Certificate does not relieve the Applicant from obtaining the required Building Permits from Marshall County]

**APPLICANT:** Enter the name, address, phone, and email of the person applying for the compliance certificate.

**OWNER:** Enter the name, address, phone, and email of the person or entity who owns the subject property.

**BUILDER:** Enter the name of the entity who will construct or alter the subject property.

**LOCATION OF PROPOSED DEVELOPMENT SITE:** Enter the address (or subdivision and lot number if no address has yet been assigned) of the property for which the applicant is requesting a compliance certificate.

**ZONE:** Enter the current zoning classification for the subject property, which may be obtained from the Zoning Administrator.

**PROPOSED ACTION IS FOR:** Check the appropriate box for either New Construction, Alteration, or Change In Use.

**EXISTING USE CATEGORY OF THE PROPERTY:** Describe the current use category of the subject property, even if vacant (use categories may be obtained from the Zoning Ordinance, Art. 11).

**PROPOSED USE CATEGORY:** Describe the type of business or use category planned for the subject property (use categories may be obtained from the Zoning Ordinance, Art. 11).

**LIST THE PUBLIC RIGHT-OF-WAY ON WHICH THE PROPERTY HAS AT LEAST 20' OF STREET ACCESS:** Identify the street adjacent to the property where the lot will have access (a minimum of 20' frontage is required).

**BUILDING HEIGHT OF NEW CONSTRUCTION:** Enter the building's highest point in feet (new construction or alteration).

**NUMBER OF EXISTING STRUCTURES ON LOT:** List the number of structures currently on the subject property, including accessory structures that are greater than 100 square feet.

**NUMBER OF PRINCIPAL STRUCTURES:** List the number of buildings which facilitate the principal use of the subject property.

**DISTANCE OF CONSTRUCTION FROM LOT LINES:** If the applicant plans to construct or alter a building, list the distance from the edge of the construction (including overhang) to each lot line. If no construction is anticipated, enter NA.

**LOT AREA:** List the square footage of the subject property.

**CUMULATIVE AREA OF ALL STRUCTURES:** List the combined square footage of all current and proposed structures which are greater than 100 square feet.

**LOT COVERAGE:** List the total percentage of lot covered by structures (area of structures divided by area of lot).

**NON-COMMERCIAL / COMMERCIAL:** Check the appropriate box for non-commercial or commercial proposed use, unless waived by the Zoning Administrator. Attach a site plan detailing all the following:

- |                               |                                                                      |                        |
|-------------------------------|----------------------------------------------------------------------|------------------------|
| -structures on the lot        | -proposed additions or construction                                  | -dimensions of the lot |
| -dimensions of the structures | -distances from structures to closest lot lines and other structures |                        |
| -lot width at setback line    | -location of street and/or other infrastructures if known            |                        |

**DATE:** Enter the date the application was signed.

**SIGNATURE(S):** Enter the applicant signature and the property owner signature (if different from the applicant) which affirms the contents of the application.