

## POLE BARNS

The following is a list of requirements to be submitted for pole barns:

- A completely filled out zoning/building permit application
- Three copies of your site plan, indicating:
  - Location of all existing and proposed easements
  - Identification of any street adjacent to the property
  - Proposed or existing septic tank, leach field or other septic system shall be shown to scale
  - Property lines with bearing and dimensions
  - Location of existing and proposed building(s) and used along with the distance from the existing and proposed building to the front and/or right of way lines, side and rear lines
  - Location of driveway, sidewalks, and other off street parking areas as well as type of surfacing used
  - Provisions for erosion control, hillside slippage and sedimentation, indicating the temporary and permanent control practices and measures which will be implemented during all phases of clearing, grading and construction
  - Water drainage and grading lines
  - The existing and proposed topography, shown by contours with intervals not to exceed five feet. The Northern Kentucky Areas Planning Commission can produce a topography map for you. The applicant must then place (draw) the proposed structure on the topography map
- A copy of your recorded deed
- A certificate of encroachment permit for access to a County or State road (if applicable)
- Three sets of building plans
- Required information for contractor
  - An affidavit, pursuant to KRS 342.610 (5), either Individual or Corporate/Partnership, or proof of Kentucky's Workers' Compensation Insurance
  - Federal Tax Identification Number
  - Occupational license number for the city / county work is being performed
- Please Note:** A separate permit is required for any electrical or HVAC work.