



Encroachment Permit or Request for Address

CITY OF ALEXANDRIA

8236 West Main Street
Alexandria, Kentucky 41001

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1. Applicant: Property Owner Contractor Permit #: _____

2. Project Address: _____
City: _____ State: _____ Zip: _____

3. PIDN: 999-99-____ - ____ . ____

4. Contractor: _____ Contact: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ Email: _____

Occupational Tax License number: _____
County _____ City _____

Property Owner: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ Email: _____

5. Type of Encroachment:

| | | | |
|-------------|-------------|--------------|----------------------|
| Residential | Industrial | County Route | Private Street |
| Commercial | State Route | City Street | Address Only Request |

6. Materials: Concrete Asphalt Other: _____ Depth: _____

Description of Subbase: _____

Driveway slope: Toward structure Toward roadway

Estimated Cost: \$ _____

7. Is this the driveway, ditch and/or culvert marked in the field? Yes No

8. Is this project located in the Floodplain? Yes No

Is this project located on a Hillside Slope of 20% or greater? Yes No

9. 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 Roadway Department, Building Inspections, Planning Commission, Board of Adjustment and/or their authorized agent.

Applicant Signature

Date

Encroachment: Two copies of construction plans depicting driveway location, pavement type, culvert details and relevant design details.

Address only: Site plan depicting proposed driveway location
Permit fee (\$50)

-----INFORMATION BELOW TO BE COMPLETED BY STAFF-----

| | | | |
|----|---|---------------------------|--|
| BP | - | \$ _____ Encroach. Permit | Date Recd. _____ |
| | | \$ _____ Other | <input type="checkbox"/> Credit Card |
| | | \$ _____ Total | <input type="checkbox"/> Cash |
| | | | <input type="checkbox"/> Check (#) _____ |

Roadside Pre-permit Inspection Date: ___/___/___ Reviewed by: _____

Ditch Required: Yes, Size _____ No

Culvert Required: Yes, Size _____ Material: _____ No

Connecting bands or gasketed bell required: Yes No

Driveway crowning required: Yes No

Paved apron required: Yes, Minimum Length: _____ No

Paved driveway required: Yes, Minimum Length: _____ No

Additional notes for permit:

Inspections required by Roadway Department: Pre-fill/install Final None