



City of Richmond Planning & Zoning

239 West Main Street
Richmond, KY 40475
859-623-1000

Easement Encroachment Application

Site address: _____ Date: _____

Applicant Information

Applicant Name: _____ Phone #: _____

Business Name: _____ Phone #: _____

Contractor: _____ Phone #: _____

City of Richmond Business License: Yes, No

Site/Building Information

Linear footage of lot (along street): _____ ft Width of Setback/Easement: _____ ft

Type of setback/easement: _____

Nature/Type of Encroachment: _____

Description (size,material,etc): _____

Required Attachments:

Site Plan Plans and Elevations Cost of Project: \$ _____

*State Encroachment Permit: Yes No Historical District, H1 Overlay: Yes No

Applicants Signature: _____ Date: _____

NOTE Structures placed in State Right-of-Way will require an Encroachment Permit from the State.

Richmond Utilities 300 Hallie Irvine St

Allan Coyle 859-623-2323 Signature: _____ Date: _____

Kentucky Utilities 200 East Water Street

Taylor Losson 859-626-3372 Signature: _____ Date: _____

TIME Warner Cable 1617 Foxhaven Rd

Elbert Lamb 859-626-4816 Signature: _____ Date: _____

AT&T of KY 5050 Corporate Way

Chester Holbrook 859-623-5660 Signature: _____ Date: _____

****It is the responsibility of the applicant to get approval from any effected utilities not listed hereon.****

FOR OFFICIAL USE ONLY

Permit #: _____ Permit Fee: \$ _____ Zone: _____

Setback Requirements: Front: _____ Side: _____ Rear: _____

Plan Review: Approved Denied Name: _____ Date: _____