



**KENTON COUNTY PLANNING COMMISSION  
TEXT AMENDMENT APPLICATION**

**ELECTRONIC SUBMISSION ONLY**

**FY25 APPLICATION FEE IS \$268.00**

*\* 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.*

*\*\*\*Any application withdrawn 22 days prior to the public hearing shall be refunded \$145.00 of the total fees paid for the text amendment.*

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.**

Please email this application and supporting documents (below) to [kcpc@pdskc.org](mailto:kcpc@pdskc.org)

Completed signed application.

A one-page letter explaining the request

The specific wording of the proposed text amendment (*attach separate .pdf or word document*)

We strongly encourage that all documents or additional information intended to be presented for review at the public hearing be submitted by the applicant to staff *at least 10 days prior to that public hearing*. The Planning commission may reject additional information or table any issue due to new information that is submitted at the time of public hearing that may be of such an amount or technical nature that it cannot be reasonably read and understood, unless the new document/information is being submitted only to contradict evidence presented at the public hearing.

APPLICANT INFORMATION	NAME:	
	ADDRESS:	
	CITY:	STATE: KY ZIP:
	PHONE:	EMAIL:
JURISDICTION:		
CHAPTER & SECTION NUMBER OF THE PROPOSED REQUEST		

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)