



# Identification Plat Application

## Campbell County and Municipal Planning & Zoning Commission

1098 Monmouth Street, Suite 343

Newport, Kentucky 41071

Phone: (859) 292-3880

Fax: (859) 547-1868

[www.campbellcountky.org](http://www.campbellcountky.org)

**\*\*ALL BLANKS MUST BE COMPLETELY FILLED OR  
THE APPLICATION WILL NOT BE ACCEPTED\*\*\***

### Part A (To be completed by applicant)

#### 1. Jurisdiction/Location:

- Unincorporated Campbell County     City of Melbourne     City of Dayton  
 City of Crestview     City of Silver Grove     City of Woodlawn

#### 2. Purpose of ID Plat:

- Land Addition     Consolidation of Parcels

Land Division    This (these) parcel(s) constitute the  first and/or  second division from the parent tract as it existed June 1966. *(The third or greater divisions require submission of a Preliminary Plat)*

#### 3. Acreage of Parcels (Land Divisions only)    Parcel A \_\_\_\_\_    Parcel B \_\_\_\_\_

#### 4. Owner of Property \_\_\_\_\_

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

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

#### 5. Grantee of Property \_\_\_\_\_

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

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

#### 6. Surveyor \_\_\_\_\_ Phone \_\_\_\_\_

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

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Email \_\_\_\_\_

7. Lot Number: \_\_\_\_\_ Name of Subdivision (if part of a subdivision): \_\_\_\_\_

8. Parent tract Deed Book \_\_\_\_\_ Page No. \_\_\_\_\_ Group No. \_\_\_\_\_

9. I, or we, understand and agree that this application and drawing(s) are being filed in accordance with the Campbell County Subdivision Regulations and that all construction work will be performed in accordance with the Campbell County Subdivision Regulations.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Property Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Part B (Requirements)**

The subdivider shall submit to the Planning Commission's duly authorized representative:

1. **One (1) copy** of this Application.
2. Identification plat: **three (3) original copies signed and stamped by a Licensed Kentucky Professional Land Surveyor** at a size measuring 8½ "x 11" or 8½ "x14" (as required for recording with deed)
3. Closure Calculations: **two (2) copies** of the closure calculations in accordance with 201KAR 18.150.
4. Legal Description: **three (3) copies** of a metes and bounds description of the parcel(s) in accordance with 201 KAR 18.150.
5. Fees: \$ 200 per parcel. Only cash, checks or money orders shall be accepted; these shall be made payable to the Campbell County Planning and Zoning. **All fees are non-refundable.**

**\*\*\* The identification plat and legal description shall include all the information required by latest version of 201KAR 18.150 (The Standards of Practice for Kentucky Professional Land Surveyors), Section 3.15 of the Subdivision Regulations (Identification Plat Requirements), and Appendix D of the Subdivision Regulations (Required Plat Statements). \*\*\***

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**Part C (Office Use Only)**

Date Received \_\_\_\_\_ Total Fees \_\_\_\_\_  Check no. \_\_\_\_\_  Cash