

Refer to Article 158.04, Division 08, Sec. 04.08.4, C. Specific Standards of the NDC for detailed information regarding carports.

Make sure your proposed carport follows all guidelines:

- A carport shall be set back at least 20 feet from the front facade of the principal building, except where carports face an alley, in which case no setback is required. Where an improved alley is available, carport access shall take place from the alley.
- A carport shall be set back at least five feet from rear property lines abutting an alley.

STEP

01

STEP

02

Use information from step one to complete the description box on the Zoning/Permit Application!

STEP

03

Complete Zoning/Design Permit Application. Don't forget to include current exterior photos and a site plan!

Refer to Article 158.04, Division 08, Sec. 04.08.4, C. Specific Standards of the NDC for detailed information regarding detached garages.

Make sure your proposed garage follows all guidelines:

- Each lot with a detached dwelling, attached dwelling, or two-unit dwelling is limited to one freestanding, accessory garage.
- Residential garages shall be located on the same lot as the principal building.
- Street-facing garage doors (whether on attached or detached garages) may comprise no more than 40 percent of the width of the front facade of the detached dwelling, attached dwelling, or two-unit dwelling to which it is accessory.

STEP

01

STEP

02

Make sure your proposed garage follows all guidelines regarding building placement. Refer to table 04.10.2 in Sec. 04.10.2 of Division 10, Building Design, Elements, and Utilities from Article 158.04, Development Design Standards. Use this information to complete the description box on the Zoning/Permit Application!

The intent of these standards is to prevent garages from being the dominant visual feature on the front of the building. Detached garages shall be set back at least five feet from rear property lines abutting alleys.

STEP

03

Complete Zoning/Design Permit Application. Don't forget to include current exterior photos and a site plan!

Please Use this link to submit your
application and documents for zoning
permit review:

<https://portal.iworq.net/COVINGTON/new-permit/600/4053>

Zoning Permit Site Plan Example

Covington Department of Economic Development – Regulatory Division

Call: 859-292-2122 | Email: permit@covingtonky.gov

20 W Pike St, Covington KY 41075

A site plan is a scaled drawing illustrating the actual measurements of a parcel of land, the size and location of any existing or proposed structures, the location of the parcel in relation to abutting streets, and other such information.

Basic Elements of a Site Plan

There are basic elements to a complete site plan:

1. Street Name
2. Property Lines (clearly shown)
3. Structures to be built (on the example below there is an accessory structure, a deck, a driveway, and a residence with a garage.)
4. Setbacks (in feet, indicate the distance from the property lines for the structures)
5. Dimensions for structures (ex: 10' x 20' = 200 sq ft)
6. An indication of which direction is North

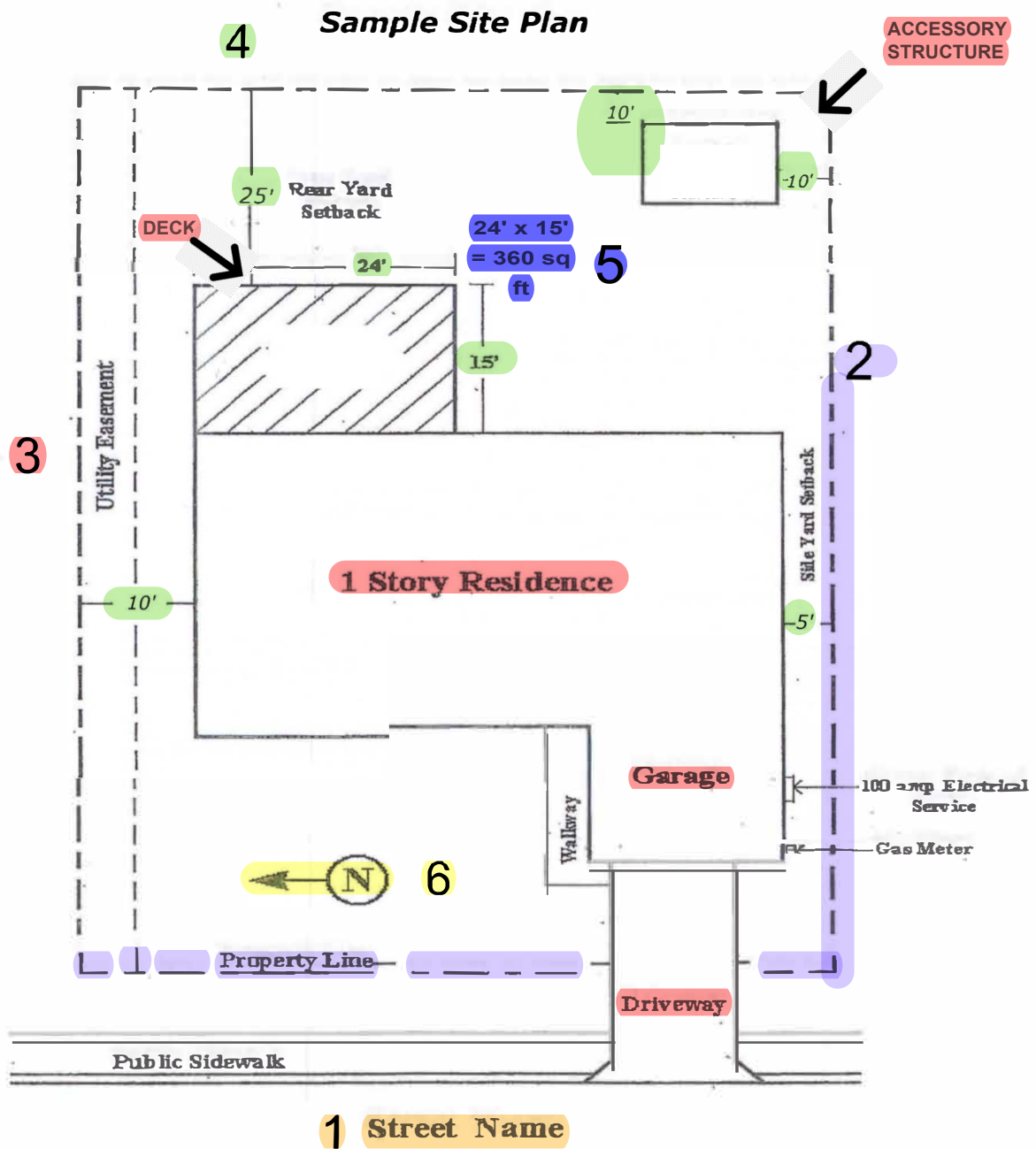
For staff to review a site plan, you must clearly indicate what the setbacks from the property lines are for the structure(s). This is shown in green highlight on the site plan on the next page.

An application is not considered complete without a site plan that staff is able to review.

While a site plan drawn by an architect, engineer or surveyor is not required, the information **must** be accurate.

For assistance building a site plan, go to <https://linkgis.org/mapviewer/siteplan/>. If you experience technical issues with the LINK-GIS site, please contact Planning and Development Services of Kenton County at (859) 331-8980.

For further assistance, please contact the City of Covington Regulatory Department. Our division email is permit@covingtonky.gov.



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2. Property Lines
3. Structures to be built
4. Setbacks (in feet, indicate the distance from the property lines for the structures)
5. Dimensions for structures (ex: 10' x 20' = 200 sq ft)
6. An indication of which direction is North

The image is an aerial photograph overlaid with a technical map. Red lines delineate property boundaries. A central brown square represents a proposed structure, with a blue outline. Three bright green lines radiate from the corners of this square, indicating setbacks. The setbacks are labeled with their respective measurements in feet: 26.4 feet on the top side, 17.9 feet on the right side, and 23.5 feet on the bottom side. Other buildings are shown in tan and grey, and green areas represent vegetation.

Property Lines shown as red lines

26.4 Feet
23.5 Feet
17.9 Feet

Setbacks labeled (in feet) with the bright green line

Proposed structure drawn as red square with blue outline