

**CITY OF  
COVINGTON**  
Economic  
Development

# APPLYING FOR A ZONING PERMIT - ADDITIONS

City of Covington – Department of  
Economic Development  
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Refer to Article 158.02 or Article 158.04, Division 08, Sec. 04.08.3 of the NDC for detailed information regarding new construction.

Find your property on the Character District Map to determine its character district.

**STEP  
01**

**STEP  
02**

To see what building types are allowed, refer to the Permitted Building Types table for your character district in Article 158.02, Character Districts.

**STEP  
03**

Refer to Article 158.04, Division 08, Sec. 04.08.3, *Housing and Building Types*, for more information regarding your building in a particular district.

**STEP  
04**

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

**Table 04.08.3.A, Permitted Building Types by District**

Building Type <sup>1</sup>	Character Districts														Standards
	RR <sup>2</sup>	SR <sup>2</sup>	SU	CMU	CRM	DTC	DTR	TUMU	TUR	AUC	SO	SI	LI	GI	
Apartment	--	--	P	P	P	P	P	P	P	P	--	--	--	--	04.08.3.B
Carriage House	P	P	P	--	--	--	--	--	P	--	--	--	--	--	04.08.3.C
Corner Store	--	--	P	P	P	P	--	P	P	P	P	P	P	--	04.08.3.D
Duplex	--	P	P	P	--	P	P	P	P	--	--	--	--	--	04.08.3.E
Flex Building	--	--	--	--	--	--	--	--	--	--	P	P	P	P	04.08.3.F
Large Format Building	--	--	--	--	--	--	--	--	--	P	P	P	P	P	04.08.3.G
Lot Line Dwelling	P	P	P	P	--	P	--	P	P	--	--	--	--	--	04.08.3.H
Mixed-Use Building	--	--	P	P	P	P	P	P	P	P	--	--	--	--	04.08.3.I
Public and Civic Building	P	P	P	P	P	P	P	P	P	P	P	P	P	P	04.08.3.J
Qualified Manufactured Home	P	P	P	--	--	P	--	P	P	--	--	--	--	--	04.08.3.K
Shop	--	--	P	P	P	P	P	P	P	P	P	P	P	--	04.08.3.L
Single-Family Attached Dwelling	P	P	P	P	P	P	--	P	P	--	--	--	--	--	04.08.3.M
Single-Family Detached Dwelling	P	P	P	P	--	P	--	P	P	--	--	--	--	--	04.08.3.N
Tiny House	P	P	P	--	--	P	--	P	P	--	--	--	--	--	04.08.3.O
Townhouse/Rowhouse	--	--	P	P	P	P	P	P	P	--	--	--	--	--	04.08.3.P
Triplex/Quadplex	--	--	P	P	P	P	P	P	P	--	--	--	--	--	04.08.3.Q

**TABLE NOTES:**

"P" means permitted; "--" means prohibited

<sup>1</sup> For complete definitions of the different building types, refer to [Article 158.09, Definitions and Calculations](#). Refer to [Sec. 03.06.3, Permitted Uses by District](#), for details on the use types associated with each building type that are permitted, limited, or conditional uses.

<sup>2</sup> Certain building types are permitted only as part of [Sec. 04.08.2 Cluster, Planned, and Tiny House Neighborhood Developments](#).

# Zoning Permit Site Plan Example

Covington Department of Economic Development – Regulatory Division

Call: 859-292-2122 | Email: [permit@covingtonky.gov](mailto: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.**

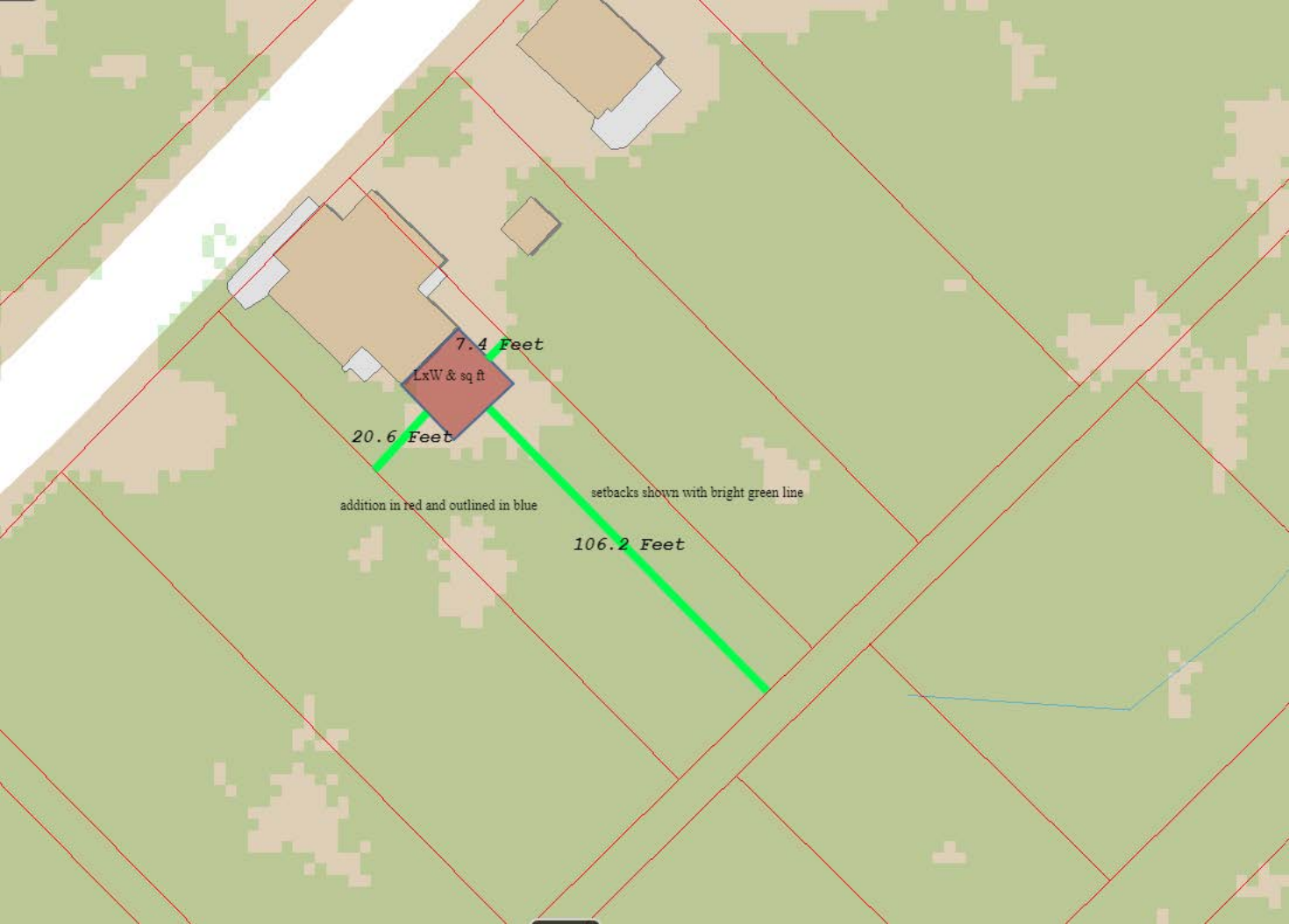
While a site plan drawn by an architect, engineer or surveyor is not required, the information **must** be accurate.

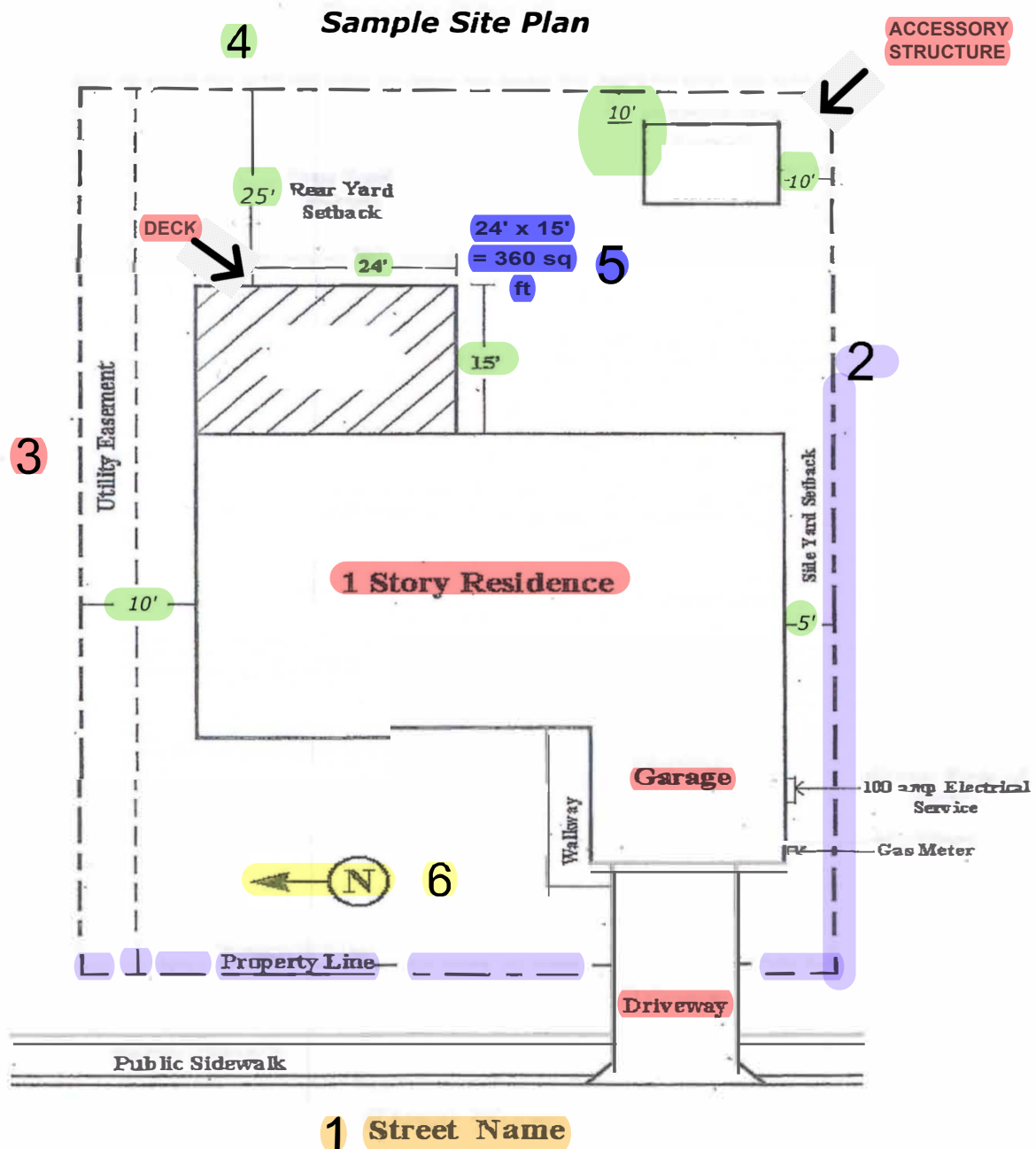
For assistance building a site plan, go to <https://linkgis.org/mapviewer/siteplan/>. If you experience technical issues with the LINK-GIS site, please contact Planning and Development Services of Kenton County at (859) 331-8980.

For further assistance, please contact the City of Covington Regulatory Department. Our division email is [permit@covingtonky.gov](mailto:permit@covingtonky.gov).

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

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





1. Street Name
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



**NOTE: THE FOLLOWING PAGES ARE FOR INSTRUCTIONAL PURPOSES. YOUR SPECIFIC DISTRICT MAY BE DIFFERENT THAN THE ONE BELOW. YOU CAN REFER TO THIS PAGE TO HELP FIND THE CORRECT INFORMATION ON THAT PAGE.**

## NEIGHBORHOOD DEVELOPMENT CODE

(Ord. No. O-22-20, 09/22/2020)

### ARTICLE 158.02 CHARACTER DISTRICTS

#### Division 04 Primary Districts

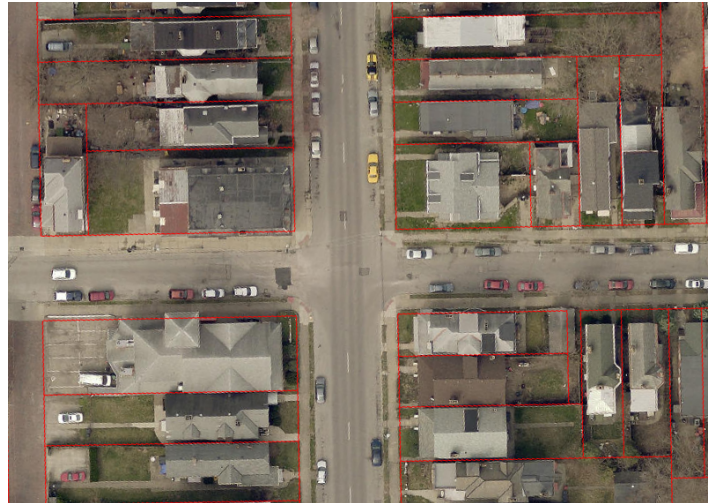
##### Sec. 02.04.1 Residential Districts

###### Subsec. 02.04.1.C - Semi-Urban Residential (SU)

###### 1. SU Example Buildings



###### 2. SU Example Development Pattern



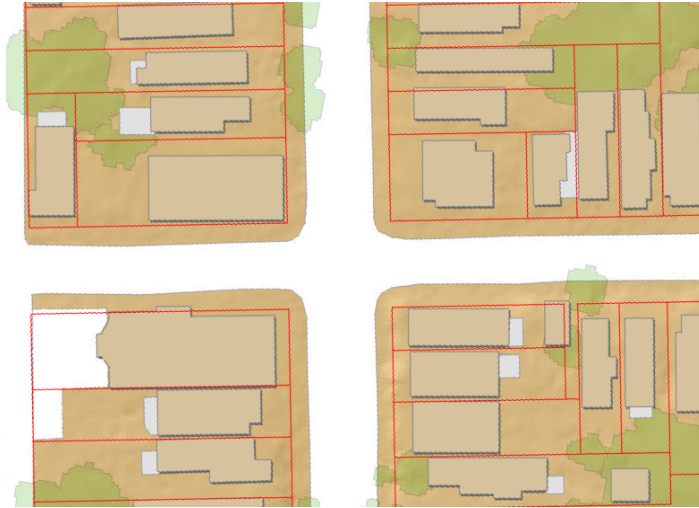
###### 3. SU Purpose

The purpose of the Semi-Urban Residential district is to provide for renovation, incremental expansion, or new construction of contextually-sensitive single-family detached and attached, two-family, townhouse, and triplex/quadplex dwellings, along with allowances for small-scale neighborhood commercial uses, and to prevent or minimize vehicular access points from interrupting streetscapes and non-motorized mobility. Small to moderate levels of landscaping are present.

###### 4. SU Context and Transition

This district is appropriate for lots on local streets and at intersections of collector and local streets in the urban and first-ring suburban sub-area of the [Kenton County Comprehensive Plan](#). Appropriate adjacent districts are Suburban Residential, Commercial and Office, and Mixed Use districts in Sec. 02.04.3.





## 5. SU Lot Density and Dimensions

Lot density and dimensions within the SU character district are based on building type per [Sec. 04.08.3, Building Types](#).

Refer to the setbacks in this table to determine the buildable area on your lot.

## 6. SU Building Placement and Massing Standards<sup>1, 2, 3</sup>

	A= Front Street Setback B= Side Street Setback	C= Interior Side Setback D= Rear Setback	E= Street-Facing Garage Door Setback F= Total Building Height (stories or feet, as indicated)			
	A	B	C	D	E	F
Min.	Greater of (1) zero feet or (2) 80% of context average	Greater of (1) zero feet or (2) 80% of context average	Lesser of (1) 4 ft. or (2) 80% of context average	Lesser of (1) 5 ft. or (2) 80% of context average	Lesser of (1) 25 ft. or (2) 80% of context average for front garage door setbacks	Greater of (1) 1 story or (2) 80% of context average
Max.	Greater of (1) 10 ft. or (2) 120% of context average	Greater of (1) 10 ft. or (2) 120% of context average	N/A	N/A	N/A	Greater of (1) 35 ft. or (2) 120% of context average

### TABLE NOTES:

ft. = Feet

<sup>1</sup> In case of discrepancy with this summary table, the standards in [Table 04.10.2, Building Placement and Massing Standards by District](#), shall govern.

<sup>2</sup> The standards in this table apply generally to all structures but may be modified by the standards in [Sec. 04.08.2, Cluster, Planned, and Tiny House Neighborhoods](#), and the building-specific standards in [Sec. 04.08.3, Primary Buildings](#), [Sec. 04.08.4, Accessory Buildings](#), and [Sec. 04.08.5, Temporary Buildings](#).

<sup>3</sup> Where a given standard relates to a context average, the context shall be defined per [Sec. 09.28.2, Identifying the Context](#).



## 7. SU Permitted Building Types<sup>1, 2</sup>

Name	Associated Land Use Type	Reference
Apartment	Household Living	04.08.3.B
Carriage House	Household Living	04.08.3.C
Corner Store	Household Living; Civic; Medical Facilities; Office; and Retail Repair, Sales, and Service	04.08.3.D
Duplex	Household Living	04.08.3.E
Lot Line Dwelling	Household Living	04.08.3.H
Mixed-Use Building	Household Living, Civic, Indoor Entertainment, Medical Facilities, Office, Restaurant, Retail Repair, Sales, and Service, and Light Industrial	04.08.3.I
Public and Civic Building	Civic	04.08.3.J
Qualified Manufactured Home Building	Household Living	04.08.3.K
Shop	Civic, Indoor Entertainment, Medical Facilities, Office, Restaurant, Retail Repair, Sales, and Service, Vehicle Sales and Service, and Light Industrial	04.08.3.L
Single-Family Attached Dwelling	Household Living and Overnight Accommodations	04.08.3.M
Single-Family Detached Dwelling	Household Living, Medical Facilities, and Overnight Accommodations	04.08.3.N
Tiny House	Household Living	04.08.3.O
Townhouse/Rowhouse	Household Living	04.08.3.P
Triplex/Quadplex	Household Living	04.08.3.Q
Not applicable - no specific building type required	Agriculture and Animal Service, Group Living; Utilities	--

### TABLE NOTES:

<sup>1</sup> In case of discrepancy with this summary table, Table 04.08.3.A, *Permitted Building Types by District*, shall govern.

<sup>2</sup> Certain building types are permitted only as part of a Tiny House Neighborhood development within the SU district per Sec. 04.08.2, *Cluster, Planned, and Tiny House Neighborhoods*.

## 8. SU Other Applicable Development Standards

Title	Reference
Generally Applicable	
Use-Specific Standards	
-Limited and conditional uses	Division 07
-Accessory uses such as pools	
-Temporary uses	
General Provisions	
-Tiny House Neighborhood	Division 08
-Building Types	
-Frontage Types	
-Open Space Types	
Lots	Division 09
Buildings, Elements, and Utilities	Division 10
Parking, Loading, and Circulation	
-Maximum Parking Ratios	Division 11
-Parking Area Design	
-Special Studies	
-Shared Parking	
Landscaping, Screening, and Buffering	Division 12
Signs	Division 13
Environment	Division 14
-Flood Hazard Reduction	
For Properties within Specific Secondary (Overlay) Districts	
Historic Preservation (HP) Overlay	Sec. 02.05.2
Hillside Stability (HS) Overlay	Sec. 02.05.3
12th Street Corridor (TS) Overlay	Sec. 02.05.4

Please refer to this table to confirm your proposed use is permitted in the district.

## 9. SU Permitted Land Uses<sup>1</sup>

### Land Use Types and Specific Uses

Uses<sup>2</sup>

#### Agriculture and Animal Service

#### Community garden

#### Kenel

L

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## 9. SU Permitted Land Uses<sup>1</sup>

Land Use Types and Specific Uses	Uses <sup>2</sup>
Market garden or Nursery (retail)	C
Roadside stand	--
Veterinary clinic or hospital	--
Other Agricultural and Animal Service including: Animal Production; Crop Production; Stable (Private and Non-Commercial); Stable (Public or Commercial)	P
<b>Household Living</b>	
Accessory dwelling unit	L
Dwelling, single-; two-; three- or -four; or multi-family (5 or more)	P
Manufactured home park	C
Short-term rental, host occupied	L
Short-term rental, non-host occupied	C
Sober living home (6 or fewer residents)	P
Upper-story dwelling unit	P
<b>Group Living</b>	
Addiction treatment facility	--
Nursing home or Residential care facility	L
Youth shelter	C
<b>Civic</b>	
Cemetery, columbarium, mausoleum, memorial park	C
Day care, type 1 or 2	L
Government/non-profit parking lot or maintenance area	C
Government Services	P
Park, playground, and common open space	P
Public assembly facility	P
School, elementary, middle, or high	C
Other Civic uses including: Adult day care; Aquarium; Community, senior, or youth center; Museum or gallery; Pre-School or Child day care center; Swimming pool (public)	P
<b>Medical Facilities</b>	
Chiropractor, or acupuncture, medical, or dental clinic	L
<b>Utilities</b>	
Utilities, minor	P
Utilities, major	C
<b>Entertainment, Indoor</b>	
Bar or tavern	L
<b>Office</b>	
Bank or Credit Union (with Drive-Through)	L
Other Office uses including: Accounting, advertising, architecture, bill collection, charitable organization, consulting, counseling, data processing, design, engineering, investment or brokerage, law, real estate or insurance, sales, temporary employment, or travel; Bank or credit union (without drive-through); TV or radio studio	L
<b>Overnight Accommodations</b>	
Bed and breakfast inn	C
<b>Retail Repair, Sales, and Service</b>	
Mobile Food Vending Service	--
Mobile Retail Vending Service	--
Package Liquor	--
Pawn Shop	--
Repair-oriented uses, Sales-oriented uses, Service-oriented uses	L
<b>Vehicle Sales and Service</b>	
Vehicle Service, Minor	C



## 9. SU Permitted Land Uses<sup>1</sup>

### Land Use Types and Specific Uses

Uses<sup>2</sup>

#### TABLE NOTES:

<sup>1</sup> In case of discrepancy with this summary table, Table 03.06.3, *Permitted Uses by District*, shall govern.

<sup>2</sup> Where a use is permitted by "L" or "C", see Division 07, *Use-Specific Standards*.

## 10. SU Permitted Land Uses Key

<b>P</b>	Permitted use by-right subject to the standards of this Code.
<b>C</b>	Conditional use subject to a Board of Architectural Review and Development (BOARD) public hearing and approval.
<b>L</b>	Limited use subject to administrative review and approval based on standards in Division 07, <i>Use-Specific Standards</i> .
<b>--</b>	Prohibited use.

(Ord. No. [O-13-21](#), 09/28/2021)