

SCOTTSVILLE-ALLEN COUNTY PLANNING AND ZONING DEPARTMENT

201 W. Main Street, STE. 202, Scottsville, KY 42164
Phone: 270.237.4180 Email: PLANNING@NCTC.COM

911 ADDRESS REQUEST FORM

Please complete the contact information and submit this to the Scottsville-Allen County Planning and Zoning Department. This form can be submitted via email, mail, or in person. Allow up to 48 hours for addresses to be processed. Addresses are assigned and submitted to the 911 Emergency Services, therefore accurate information is crucial. Upon receiving your assigned 911 Address, you are required to order a reflective 911 Address Sign from the Allen County Judge's office. Subdivisions with cluster box units for USPS delivery are to use a reflective Lawn Address Marker.

Date: _____

Property Owner: _____ Business Name: _____

Owner Address: _____

Owner Phone: (____) _____ Email: _____ (optional)

Address Change: YES or NO

LOCATION INFORMATION FOR ADDRESS REQUESTED

PVA Parcel ID#: _____ DEED #: _____ PLAT #: _____ (attach DEED & PLAT)

Subdivision Name: _____ LOT#: _____

Road Name: _____ State Rd #: _____ ZIP: _____

Corner Lot: YES_or NO If yes, then your Driveway access is from what Road _____

Shared Driveway/Easement? YES or NO

What type of structure will be put on your property (house, mobile home, shed, barn, etc.) _____

How will this property be used? (Residence, Business, Agriculture, etc..) _____

Check FEMA to see if you're in a Floodplain area at <https://msc.fema.gov/portal> On Floodplain: YES or NO

NOTE: Building Permits are required in the City limits. Building Permits are required in the County excluding single family homes and state regulated projects. Plats should identify any easements, right ways and setbacks (Minimum 25' road frontage From the right of way, 10' sides and back).

P & Z Use only

Address: _____

City/Zip: _____

ESN: _____ City or County

Verified FLOODPLAIN = A or AE or X

Attached & Verified DEED

Attached PLAT YES or NO

Assigned BY: _____ Date: _____

OWNER TO COMPLETE - On the Plat or if No Plat is available then sketch a map and label the Road, Driveway, placement of current or future Building site and the nearest addresses (both sides and across the street).