



121 South Main Street, Nicholasville, KY 40356

*For Office Use*

Received: \_\_\_/\_\_\_/\_\_\_  
 Fee Paid: \$ \_\_\_\_\_  
 Check No: # \_\_\_\_\_  
 Receipt No: # \_\_\_\_\_  
 Permit No: \_\_\_\_\_

## SHORT-TERM RENTAL Conditional Use Permit Application

<b>Worksite Information</b> (Use PVA information, Property Search available on our website)		
Property Address:		Lot #
Lot Size:	Subdivision (if applicable):	Zone:
Parcel ID:		
<b>Applicant Information</b>		
Name:		
Phone:	Email:	Is the applicant the legal property owner? Yes / No
Address:		
<b>Contractor Information (if applicable)</b>		
Name:		
Phone:	Email:	
Address:		
Existing Use: _____ Type of Conditional Use Requested: _____		

**Supporting Information: A narrative is required and should describe the request in detail including proposed use, size of space, number of occupants, and other relevant details. Attach a site plan to show size and location of all structures and include proposed distance to all property lines and any other supporting documentation (ex: Floor Plan, Development Plan).**

**Fee: \$100 plus certified mail fee (\$8.69) per adjoining property owner. Paid by Check or Money Order to JCFC.**

I certify that all information contained in this application is correct and true to the best of my knowledge. The owner/applicant attests that they have read and agree that all improvement is limited to the drawn up or attached plans, shall meet the setbacks shown and any conditions of approval. Any deviations shall require written approval from the County.

\_\_\_\_\_  
**Owner(s) or Owner's Agent Sign & Print Name**

\_\_\_\_\_  
**Date**

*For Office Use*

Approved: _____	Denied: _____
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REVIEWER: \_\_\_\_\_ DATE: \_\_\_\_\_







**Site Plan / Floor Plan**

***Must show all rooms labeled and distance of structures to each property line.***



## Short-Term Rental Safety Checklist

- Interconnected smoke detectors in the sleeping rooms and smoke or smoke/ carbon combo (if attached garage) detectors adjacent to each sleeping area.
- The hallway or corridor connecting the bedrooms to the exit path shall be permanently illuminated, and battery backup emergency lighting shall be provided.
- A fire extinguisher should be provided near the kitchen. There should also be another fire extinguisher in the hallway adjacent to sleeping areas.
- A minimum of two (2) remote exits to the outside from the ground floor.
- Handrails should be present on any stairs containing four (4) or more risers.
- Guardrails must be present on any “fall” hazard greater than 30 inches.
- A pool or spa must be contained within a fenced area (4 ft. in height) with a latching gate.
- Sleeping areas must include egress either by a direct exit through a door or a window to ground level.
- The owner or a representative must provide an emergency exit plan to be exercised during emergencies and the plan must be posted in a conspicuous location in a common area.



Address \_\_\_\_\_

Date \_\_\_\_\_

Time of Inspection \_\_\_\_\_

Conditional Use Permit # \_\_\_\_\_