

Lexington-Fayette
Urban County
Government

Department of
Environmental Quality
& Public Works

Nancy Albright,
Commissioner

Permit Guide For 1 & 2 Family Residential Paving and Private Walkways

APRIL 13, 2017

RESIDENTIAL SERIES

VOLUME 6 VERSION 1

Division of Building Inspection

Physical
Location:

101 East Vine St.

2nd Floor

Mailing Address:

200 East Main St

Lexington, KY
40507

Phone: 859-258-
3770

Fax: 859-258-
3780

Website:
<http://www.lexingtonky.gov>

Paving used for vehicle driveways and parking require a permit to be obtained prior to construction. Private Walkways are any private sidewalk on your property and require a permit to be obtained prior to construction.

If you are acting as the Owner/Builder, you will need to follow the steps below. If you are hiring a Registered Contractor, the Contractor will make the application on behalf of the property owner.

To apply online, you will need to first register for an account through our online portal at: <https://lexingtonky.gov/permits> Select "New Users: Register for an account" and answer the questions. If you need help registering for your account, please call: 859-258-3770.

Applications for a Paving Permit must include the following:

1. A completed application on our online portal at:

<https://lexingtonky.gov/permits>

To apply: Select Building Inspection, agree to disclaimer, select Paving.

2. Information Required to Review a Residential Paving Permit:

- a. **Site Plan** which includes dimensions of lot, easements, and proposed paving. (This information can typically be found on a recorded plat from your County Clerk's office or a Mortgage deed/survey) **These documents can be uploaded in PDF format within the application on the online portal. If you need assistance with the online portal/application, please call our office at 859-258-3770 or email acelaahelp@lexingtonky.gov**

Creating additional parking may require additional department approvals and may be subject to landscaping requirements. This information will be determined during the review process.

If you are performing the work on your own property you will need to select the "Owner/Builder Acknowledgement" check box within the online application requirements. This is located on "Step 3" of the online Paving Application.

*There may be additional requirements and/or Division approvals for properties located within an H-1 (Historic Overlay) or ND-1 Overlay. If you are unsure if your property is located in these Overlay Zones, please call us at 859-258-3770.

*Please remember to check your deed restrictions as our office does not enforce these

