

One Stop Shop Services Selection Form for FY 22

Planning and Development Services of Kenton County

		Detail of Services Provided	Cost
Board of Adjustment Services (BOA)			
<i>For BOA services, select one option from the following:</i>			
1	<input type="checkbox"/> Zoning Ordinance administration with Kenton County Joint Board of Adjustment	Process and review applications. Provide meeting notifications and mailings. Provide a written report and recommendation. Attend meetings to provide the presentation and answer questions. Provide and set up the meeting room. Take and prepare the minutes. Provide legal counsel.	35% of PDS costs
2	<input type="checkbox"/> Zoning Ordinance administration with local board of adjustment	Process and review applications. Provide meeting notifications and mailings. Provide a written report and recommendation. Attend meetings to provide the presentation and answer questions.	50% of PDS costs
Code Enforcement Services (CE)			
<i>For CE services, select one option from the following:</i>			
3	<input type="checkbox"/> Reactive codes administration and enforcement under the Kenton County Joint Code Enforcement Board	Respond to violations of the zoning ordinance, International Property Maintenance Code, and model nuisance code. Provide customer support. Issue notices of violation, citations, and final orders. Testify before the Board. Provide and set up the meeting room. Take and prepare the minutes. Provide legal counsel. Maintain lienholder priority via the registry database required by HB422.	100% of PDS costs
4	<input type="checkbox"/> Reactive codes administration and enforcement under a local code enforcement board	Respond to complaints of the zoning ordinance, International Property Maintenance Code, and nuisance code. Provide customer support. Issue notices of violation, citations, and final orders. Testify before the board.	100% of PDS costs
5	<input type="checkbox"/> Proactive codes administration and enforcement under the Kenton County Joint Code Enforcement Board. Also includes reactive code enforcement.	Seek out violations of the zoning ordinance, International Property Maintenance Code, and nuisance code. (A memorandum of agreement between PDS and the jurisdiction is required stating the maximum number of service hours PDS will provide monthly.) Provide customer support. Issue notices of violation, citations, and final orders. Testify before the Board. Provide and set up the meeting room. Take and prepare the minutes. Provide legal counsel. Maintain lienholder priority via the registry database required by HB422.	100% of PDS costs
6	<input type="checkbox"/> Proactive codes administration and enforcement under the local code enforcement board. Also include reactive code enforcement.	Seek out violations of the zoning ordinance, International Property Maintenance Code, and nuisance code. (A memorandum of agreement between PDS and the jurisdiction is required stating the maximum number of service hours PDS will provide monthly.) Provide customer support. Issue notices of violation, citations, and final orders. Testify before the board.	100% of PDS costs
<i>Select zero, one or two of the following optional services:</i>			
7	<input type="checkbox"/> Rental Property Inspection Program administration	Provide inspections as required by the local rental licensing/inspection program..	100% of PDS costs
8	<input type="checkbox"/> Abandoned property tax verification program administration	Inspect abandoned properties and document findings for taxing purposes.	100% of PDS costs

Detail of Services Provided	Cost
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Development Permitting Services

Select one or both of the following development permitting services:

9	<input type="checkbox"/>	Kentucky Building Code local and state jurisdiction with appeals to the Kenton County Building Code Appeals Board	Review building plans. Issue building permits. Provide onsite inspections. Issue certificates of occupancy.	0% of PDS costs
10	<input type="checkbox"/>	Local Zoning Ordinance Administration	Review site plans. Issue zoning permits. Provide inspections for commercial development. Provide customer support related to zoning codes.	0% of PDS costs

GIS Support Services

The following GIS services will be automatically included:

11	<input checked="" type="checkbox"/>	GIS support and analytics for One Stop Shop participating jurisdictions	Provide 25 hours of GIS mapping and technical support/analysis to each jurisdiction subscribing to PDS One Stop Shop services.	0% of PDS costs
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Vacant Foreclosed Property Registry Services

Vacant Forclosed Property Registry services will be automatically included:

12	<input checked="" type="checkbox"/>	Kenton County Vacant Foreclosed Property Registry program administration	Provide each jurisdiction with data from the Kenton County Vacant Foreclosed Properties Registry for use by police and other jurisdictional personnel.	0% of PDS costs
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