

**Fences - Historic District  
Certificate of Appropriateness (COA) & Zoning Compliance Permit Checklists**

**Bardstown Historical Review Board  
Joint City-County Planning Commission of Nelson County  
One Court Square, 2<sup>nd</sup> Floor, Old Courthouse Building  
Bardstown, Kentucky  
(502) 348-1805**

---

**Fences – Under 7 feet in height**

**Permits & Approvals Required**

*The following permits and approvals are required for your project. This listing may not be inclusive, and other permits and approvals (e.g., electrical, mechanical, plumbing, etc.) may be required. Please contact appropriate agencies to determine additional permit and approval requirements.*

- Certificate of Appropriateness (COA) – see below

**COA Requirements**

*The following documentation and fees must be submitted on or before the required deadline:*

- Completed COA application, signed by property owner;  
 Site plan showing location of proposed fencing and existing buildings, structures, parking areas, driveways, sidewalks, open space and landscaped areas, etc.; and,  
 Sample of building materials and colors or photograph or illustration of similar fence design; and,  
 COA review fee.

**Fences – Over 7 feet in height**

**Permits & Approvals Required**

*The following permits and approvals are required for your project. This listing may not be inclusive, and other permits and approvals (e.g., electrical, mechanical, plumbing, etc.) may be required. Please contact appropriate agencies to determine additional permit and approval requirements.*

- Certificate of Appropriateness (COA) – see below  
 Zoning Compliance Permit – see below  
 Building Permit/Inspection – contact Code Enforcement, Old Courthouse, 2<sup>nd</sup> Floor, 348-1862  
 Other permits and approvals may be required. Please contact appropriate agencies.

**COA Requirements**

*The following documentation and fees must be submitted on or before the required deadline:*

- Completed COA application, signed by property owner;  
 Site plan showing location of proposed fencing and existing buildings, structures, parking areas, driveways, sidewalks, open space and landscaped areas, etc.;  
 Sample of building materials and colors or photograph or illustration of similar fence design; and,  
 COA review fee.

**Zoning Compliance Permit Requirements**

*The following documentation and fees must be submitted:*

- Building & Zoning Compliance Permit application, completed and signed;  
 Copy of deed or plat/survey;  
 Plot plan, drawn to scale and showing the following information: lot/tract dimensions, location and dimensions of all proposed and existing buildings and structures, driveways, parking, sidewalks, and open space and distances of all structures from front, side, and rear property lines (sample is available for reference); and,  
 Zoning Compliance Permit review fee (payable to Planning Commission).

***Upon issuance of COA and Zoning Compliance Permit, please take copy of the Zoning Compliance Permit to Nelson County Code Enforcement to complete the permitting process.***

**Late Fee Notice:**

**A late or “after the fact” fee will be assessed for any work started without the required approval and/or permit and for altering, amending, or revising an approved project without prior approval.**