

DANVILLE-BOYLE COUNTY PLANNING & ZONING COMMISSION

APPLICATION FOR SITE PLAN



Docket Number: _____ Public Hearing Date: _____
Date Application Filed: _____ Pre-Application Meeting Date: _____

APPLICANT(S) INFORMATION

1) APPLICANT(S) NAME(S): _____

Names of Officers, Directors, Shareholders or Members (If Applicable):

Mailing Address: _____ Phone Number: _____

Cell Number: _____

E-Mail Address: _____

2) PROPERTY OWNER(S) NAME(S): _____

Mailing Address: _____ Phone Number: _____

Cell Number: _____

E-Mail Address: _____

PLEASE USE ADDITIONAL PAGES IF NEEDED

3) APPLICANT(S) ATTORNEY: _____ Name of Law Firm: _____

Phone Number: _____ Cell Number: _____

E-Mail Address: _____

4) SURVEYOR: _____ Name of Firm: _____

Phone Number: _____ Cell Number: _____

E-Mail Address: _____

5) **ENGINEER:** _____ Name of Firm: _____
Phone Number: _____ Cell Number: _____
E-Mail Address: _____

6) **ARCHITECT:** _____ Name of Firm: _____
Phone Number: _____ Cell Number: _____
E-Mail Address: _____

7) **LANDSCAPE ARCHITECT:** _____ Name of Firm: _____
Phone Number: _____ Cell Number: _____
E-Mail Address: _____

APPLICATION CHECKLIST

- ☐ A completed and signed Application
_____ New Site Plan Application _____ Site Plan Amendment or PUD Amendment
- ☐ Water/Sewer/ Floodplain Verification Letter(s) or Signature(s)
- ☐ Complete set of project plans prepared by a licensed surveyor or engineer depicting the various portion(s) of the property to be included in the proposed Site Plan project (Please include: two (2) - 18" x 24" plan-sets and two (2) - 11" x 17" plan-sets)
- ☐ Two (2) sets of Landscape Plan, if applicable
- ☐ Two (2) sets of Topographic Survey/Drainage Plan & Calculations
- ☐ Traffic Impact Study (TIS) and/ or Geologic Analysis (Phase I), if required
- ☐ Two (2) sets of site Architectural Plan, including proposed elevations of all building sides
- ☐ Two (2) draft sets of proposed Property or Condominium Owners Association Covenants, Master Deed or Restrictions, if applicable
- ☐ Filing and Recording Fees

SITE PLAN REQUEST

Please describe, in detail, the proposed use and desired site plan project request of the property being considered:

APPLICANT'S CERTIFICATION

I do hereby certify that, to the best of my knowledge and belief, all application materials have been submitted and that the information they contain is true and correct. Please attach additional signature pages if needed.

Signature of Applicant(s) and Property Owner(s):

1) _____

(please print name and title)

Date:

2) _____

(please print name and title)

Date:

The foregoing signatures constitute all of the owners of the affected property necessary to convey fee title, their attorney, or their legally constituted attorney-in-fact. If the signature is of an attorney, then such signature is certification that the attorney represents each and every owner of the affected property. Please use additional signature pages, if needed.

REQUIRED FILING FEES MUST BE PAID BEFORE ANY APPLICATION WILL BE ACCEPTED

Application Fee: _____

Land Use Certificate Fee: _____

Date Fees Received: _____

Submit Application to:

Danville-Boyle County Planning and Zoning Commission

P.O. Box 670

Danville, KY 40423-0670

859.238.1235 (Office) 859.238.7000 (Fax)

zoning@danvilleky.gov

www.boyleplanning.org