



**Oldham County Planning and Development Services**  
**Application for Community Facility Review**

*For Staff Use Only:*

Date: \_\_\_\_\_ Docket No: \_\_\_\_\_ Staff: \_\_\_\_\_ Fee: \_\_\_\_\_

*This application must be submitted in person at the Planning and Zoning Office.*

**General Information:** *(A separate application must be submitted for each individual request.)*

Name of Applicant(s): \_\_\_\_\_

Project Address: \_\_\_\_\_

Project Name: \_\_\_\_\_

City: \_\_\_\_\_ Is the project within the incorporated city limits? \_\_\_\_\_

Current Land Use: \_\_\_\_\_ Parcel ID: \_\_\_\_\_

Current Zoning: \_\_\_\_\_ Total Acreage: \_\_\_\_\_

Are there any past or present related Planning and Zoning cases on this property? If yes, please list the cases:

\_\_\_\_\_

**Signatures:**

**Owner(s):**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Applicant(s):** *(if other than owner)*

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Contact:** *(if other than owner)*

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

100 West Jefferson Street ~ LaGrange, Kentucky  
Ph: 502-222-1476 Fax: 502-222-3213  
www.oldhamcounty.net

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***Submittal Checklist:***

- \_\_\_\_\_ 1. Complete Oldham County Community Facilities Review Application. (Owner's signature is required.)
- \_\_\_\_\_ 2. Mailing labels for all adjoining property owners, including name and address of all 1<sup>st</sup> tier adjoining parcels. 1<sup>st</sup> tier adjoining parcels include all those that border the property, including those across streets and streams.
- \_\_\_\_\_ 3. Property information for the project location as listed by the Property Valuation Administration (PVA).
- \_\_\_\_\_ 4. A copy of the current recorded deed along with any applicable easement deeds or maintenance agreements. Include any surveys of the property, if available.
- \_\_\_\_\_ 5. Twenty tri-folded copies of a Preliminary Plan including the required components listed in the attached Preliminary Plan Checklist (Maximum size of 30" x 42")
- \_\_\_\_\_ 6. One reduced copy of the plan to an 8 1/2" x 11" size.
- \_\_\_\_\_ 7. Review comments from the appropriate agencies.
- \_\_\_\_\_ 8. If applicable, a general statement describing the nature of the environmentally sensitive areas, and the manner in which any such area is to be handled during development of the property, as well as any special design measures taken by the developer to attempt to minimize the development's impact on the environmentally sensitive areas.