



**Oldham County Planning and Development Services**  
**Application for Development Plan**

*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? \_\_\_\_\_

Total Site Acreage: \_\_\_\_\_ Subdivision Name: \_\_\_\_\_

Current Land Use: \_\_\_\_\_ Proposed Land Use: \_\_\_\_\_

Parcel ID: \_\_\_\_\_ Current Zoning: \_\_\_\_\_

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

\_\_\_\_\_

**Signatures:** (The undersigned agrees that the filing of this application constitutes an agreement by the owner(s) and other parties having an interest in the subject property. Their heirs, successors, and assigns, that, if the development plan requested by this application is enacted by the Planning Commission, building permits for improvement of the subject property shall be issued only in conformance with the zoning ordinance and binding and that such binding elements shall be strictly complied with and may be enforced in the same manner as the zoning district regulations.)

**Owner(s):**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

***Development Plan***  
***(Page 2)***

***Additional Requests:***

A. Are there any variances required? \_\_\_\_\_

If yes, complete a Variance application and attach a list including each variance and from which section of the Zoning Ordinance the variance is requested. Each request for a variance must also include a justification statement in response to the following questions:

1. What are the specific conditions related to this request that are unique only to the applicant's land and do not exist on other land in the same general vicinity, or in the same zoning district?
2. If this variance were not granted, how would this deprive the applicant of reasonable use of the land in a manner equivalent to uses permitted to other landowners in the same zoning district?
3. Are the unique conditions and circumstances a result of actions of the applicant taken after the adoption of the zoning regulations from which relief is sought?
4. How will the variance preserve, and not harm, the public safety and welfare of the public and maintain the essential character of the neighborhood?

Variances are needed when a major subdivision conflicts with specific dimensional requirements of the Oldham County Zoning Ordinance.

B. Are there any waivers required? \_\_\_\_\_

If yes, complete a Waiver application and attach a list including each waiver and from which section of the Zoning Ordinance or Subdivision Regulations the waiver is requested. The Commission may reduce or otherwise grant waivers from the requirements of the Oldham County Subdivision regulations whenever it encounters the situations described below.

- A. Exceptional Hardship – Where the Commission finds that strict compliance with these regulations would create an undue hardship because of exceptional unique topographic or other natural or man-made physical conditions encountered on the particular land, the Commission may modify these regulations to the extent necessary to relieve the undue hardship.
- B. Design Innovation and Large Scale Development – These regulations may be modified by the Commission in the case of plans for complete neighborhoods or other design innovations which, in the Commission's opinion, still achieve the basic objectives of these regulations.

Requests for waivers must be justified based on one or both of the above situations.

C. Is the Development Plan part of an application for a Major Subdivision? \_\_\_\_\_

If yes, a separate Major Subdivision Preliminary Plan Application is required.

*100 West Jefferson Street ~ LaGrange, Kentucky*  
*Ph: 502-222-1476 Fax: 502-222-3213*  
*www.oldhamcountyky.gov*

***Development Plan***  
***(Page 3)***

***Submittal Checklist:***

- \_\_\_\_\_ 1. Complete Oldham County Planning and Zoning Application for a Development Plan. (Owner's signature is required.)
- \_\_\_\_\_ 2. Required Development Plan Fee of \$500.00, plus \$0.02/sq. ft. of building floor area.
- \_\_\_\_\_ 3. Notice fees equal to \$5.00 per adjoining property owner.
- \_\_\_\_\_ 4. 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. (\*See note below for PVA directions)
- \_\_\_\_\_ 5. Property information for the project location as listed by the Property Valuation Administration (PVA). (\*See note below for PVA directions)
- \_\_\_\_\_ 6. A copy of the current recorded deed along with any applicable easement deeds or maintenance agreements. Include any surveys of the property, if available.
- \_\_\_\_\_ 7. Twenty tri-folded copies of a Preliminary Development Plan (Maximum size of 30" x 42") including the required components listed in the attached Preliminary Development Plan Checklist and Division 390-020 (Site Plan Specific Information Required) of the Oldham County Zoning Ordinance.
- \_\_\_\_\_ 8. One reduced copy of the plan to an 8 1/2" x 11" size.
- \_\_\_\_\_ 10. A written justification statement describing conformance with the Oldham County Comprehensive Plan.
- \_\_\_\_\_ 11. Required explanation and justification for all requested variances and waivers. (See page 2).
- \_\_\_\_\_ 12. Review comments from the appropriate agencies. (See the attached list for agency contact information)
- \_\_\_\_\_ 13. Traffic Impact Analysis (for developments generating an ADT exceeding 1000 vehicles).
- \_\_\_\_\_ 14. 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.
- \_\_\_\_\_ 15. Wastewater Treatment Facility Capacity Form. (for developments served by sanitary sewers)

*\* Accessing PVA information: Property information may be accessed on the internet at [www.oldhampva.com](http://www.oldhampva.com). In order to search for a property, users must select "Tax Payer Info" from the left column then select "Property Search". Once located, users may print the information using the print command on their internet browser. For adjoining property owners or further assistance contact PVA at: 110 W. Jefferson Street in LaGrange or at (502)222-9320.*

*100 West Jefferson Street ~ LaGrange, Kentucky*  
*Ph: 502-222-9357 Fax: 502-222-3210*  
*www.oldhamcounty.net*

***Development Plan***  
***(Page 4)***

***Review Agency Contact Information:***

All applications for a zoning change request and preliminary subdivision plat approvals must be accompanied by review letters from the agencies listed below. These agencies should be furnished with a copy of the proposed development plan and subdivision plat for review and approval. Several agencies require a separate plan review application and associated fee. Applications will **not** be accepted by the Planning & Zoning Commission until all review letters have been received.

**Appropriate Highway Department**

Kentucky Transportation Cabinet  
ATTN: Jonathan Micka  
8310 Westport Road  
Louisville KY 40242  
(502) 210-5400 Fax: (502) 210-5494  
jonathan.micka@ky.gov

Oldham County Engineer  
ATTN: Jim Silliman  
100 West Jefferson St.  
LaGrange KY 40031  
(502) 222-1476  
jsilliman@oldhamcountyky.gov

LaGrange Public Works  
ATTN: Cory Rusnack  
1115 Home Way  
LaGrange KY 40031  
(502) 222-8954  
crusnack@lagrangeky.net

**Health Department**

Oldham County Health Department  
ATTN: Charlie Ward  
1786 Commerce Pkwy.  
LaGrange KY 40031  
(502) 222-3516  
CharlieW.Ward@ky.gov

**AT&T**

AT&T  
ATTN: Clark Sanders (LaGrange)/ Robert Basham (Crestwood Area)  
3719 Bardstown Road-2<sup>nd</sup> Floor  
Louisville, Kentucky 40218  
(502) 451-8507  
Clark Sanders:js0962@att.com/ Robert Basham: rb4442@att.com

**Appropriate Electric Company**

Kentucky Utilities Company  
ATTN: Tim Probus  
1100 Main Street  
Shelbyville KY 40065  
(502) 333-6611  
tim.probus@lge-ku.com

Louisville Gas & Electric Co.  
ATTN: Delana Gideons  
10300 Ballardsville Road  
Louisville KY 40241  
(502) 333-1808 Fax: (502) 217-2739  
Delana.gideons@lge-ku.com

Shelby Energy Cooperative  
ATTN: Nick Morris  
PO Box 309  
Shelbyville KY 40065  
(502) 633-4420  
nick@shelbyenergy.com

**Subdivision and Street Names**

Oldham County GIS (Addressing)  
ATTN: Matt Tolar  
100 W. Jefferson  
LaGrange KY 40031  
(502) 222-1476 Fax: (502) 222-3213  
mtolar@oldhamcountyky.gov

Oldham County Police Department  
ATTN: Chief Greg Smith  
1855 N. Hwy. 393  
LaGrange, KY 40031  
(502) 222-1300 Fax: (502) 222-5490  
gsmith@oldhamcountyky.gov

**Storm Water**

Oldham County Engineer  
ATTN: Jim Silliman  
100 West Jefferson Street, Suite3  
LaGrange, Kentucky 40031  
(502) 222-1476  
jsilliman@oldhamcountyky.gov

LaGrange Public Works  
ATTN: Corey Rusnak  
1115 Home Way  
LaGrange, Kentucky 40031  
(502) 222-8954  
crusnak@lagrangeky.net

City of Pewee Valley  
ATTN: City Clerk  
P.O. Box 769  
Pewee Valley, Kentucky 40056  
(502) 241-8343  
clerk@peweevalleyky.org

**Appropriate Water District**

Oldham County Water District  
ATTN: Russ Rose  
PO Box 51  
Buckner KY 40010  
(502) 222-1690  
rrose@oldhamcountywater.com

LaGrange Utilities Commission  
ATTN: Ted Chisholm  
412 E. Jefferson Street  
LaGrange KY 40031  
(502) 222-9325  
tedchis@gmail.com

Louisville Water Company  
ATTN: Eric Pruitt  
550 South Third Street  
Louisville KY 40202  
(502) 569-3600  
epruitt@lwcky.com

**Appropriate Sanitation District**

LaGrange Utilities Commission  
ATTN: Ted Chisholm  
412 E. Jefferson Street  
LaGrange KY 40031  
(502) 222-9325  
tedchis@gmail.com

Oldham County Environmental Authority  
ATTN: Kevin Gibson  
700 West Jefferson Street  
LaGrange KY 40031  
(502) 225-9477 Fax: 225-9468  
kevin.gibson@veoliawaterna.com

Metropolitan Sewer District  
ATTN: Brad Selch  
700 West Liberty Street  
Louisville, KY 40203  
(502) 540-6000  
brad.selch@louisvillemsd.org

**Appropriate Fire District**

Ballardsville Fire Department  
ATTN: Stephen Fante  
4604 South Hwy. 53  
Crestwood KY 40014  
Cell (502) 643-6910/269-0226  
chief@ballardsvillefire.com

Harrods Creek Fire Department  
ATTN: Kevin Tyler  
8905 Hwy 42  
Prospect KY 40059  
(502) 228-1351  
ktyler@hcfed.org

LaGrange Fire Department  
ATTN: Keith Smith  
309 N. First Avenue  
LaGrange, KY 40031  
(502) 222-1143  
ksmith@lfrd.org

South Oldham Fire Department  
ATTN: Eddie Turner  
PO Box 245 (6310 Old LaGrange Rd.)  
Crestwood, KY 40014  
(502) 241-8992  
eturner@southoldhamfire.com

Pewee Valley Fire Department  
ATTN: Bob Hamilton  
8607 Foley Avenue  
Pewee Valley KY 40056  
(502) 241-0025  
bob.hamilton@peweevalleyfire.org

Worthington Fire Department  
ATTN: Kevin Groody  
9514 Featherbell Boulevard  
Prospect, KY 40059  
(502) 241-9366  
kgroody@worthingtonfire.com

Westport Fire Department  
ATTN: Jeff Pence  
PO Box 77 (6407 Fourth Street)  
Westport KY 40077  
(502) 222-7078  
Westport1901@gmail.com

North Oldham Fire Department  
ATTN: Hewett Brown  
PO Box 3 (8615 West Hwy. 42)  
Goshen KY 40026  
(502) 228-1447  
chief@nofd.org

**Oldham County Board of Education**

ATTN: Tim Pfaff  
1800 Button Lane  
LaGrange, KY 40031  
(502) 222-9337 (502) 241-3500  
Tim.pfaff@oldham.kyschools.us

ATTN: Michael Williams  
6165 West Highway 146  
Crestwood, Kentucky 40014  
(502) 241-3500  
michael.williams@oldham.kyschools.us

**Traffic Consultant**

Neel-Schaffer, Inc.  
ATTN: Karen Mohammadi  
200 Whittington Parkway  
Louisville, Kentucky 40222  
(502) 429-9902 (502) 749-3434  
karen.mohammadi@neel-schaffer.com

**Postmaster**

U.S. Postal Service  
ATTN: Jamella Sullivan, AMS Manager  
PO Box 31321  
Louisville, Kentucky 40231  
(502)454-1855  
jamella.m.sullivan@usps.gov

***Development Plan***  
***(Page 6)***

***Development Plan Checklist (also see Division 390-020 of the Oldham County Zoning Ordinance):***

**Title Block**

- \_\_\_\_\_ Name and Address of Person or firm who prepared the plat
- \_\_\_\_\_ Name and Address of Property Owner
- \_\_\_\_\_ Date of Preparation (Dates of All Revisions)
- \_\_\_\_\_ Graphic and written scales

**Vicinity Map**

- \_\_\_\_\_ North Arrow
- \_\_\_\_\_ Sketch Map (showing the relative location of the proposed subdivision to surrounding streets unless the location is clearly shown on the plat itself)

**Streets**

- \_\_\_\_\_ Location, names and dimensions (ROW) of abutting streets or private roads
- \_\_\_\_\_ Name (if any), pavement width and ROW width of proposed and existing streets, driveways and parking areas.

**Parcels**

- \_\_\_\_\_ Boundary lines for all parcels
- \_\_\_\_\_ Bearings and dimensions for all boundary lines
- \_\_\_\_\_ Proposed building lines showing the distance setback from the street ROW
- \_\_\_\_\_ Lines showing the intersection of adjoining parcels to the site

**Utilities**

- \_\_\_\_\_ Location and size of water mains, sanitary sewers, gas lines, fire hydrants, electric and telephone poles or underground wires.
- \_\_\_\_\_ Location and purpose of easements

**Natural Features**

- \_\_\_\_\_ Areas of substantial existing trees including a general description of their type and size
- \_\_\_\_\_ Lakes, ponds, marshes, wetlands, soil types (for sites served by septic systems)
- \_\_\_\_\_ Areas of steep slope (over 30%)
- \_\_\_\_\_ Other natural features which might affect the design of the subdivision.
- \_\_\_\_\_ 5 ft. contour lines (Development in the CO-1 district require 2 ft. contour lines)

**Buildings**

- \_\_\_\_\_ Notation of existing manmade features such as houses, barns, outbuildings, fence rows, driveways, cemeteries and other manmade features.
- \_\_\_\_\_ Notation indicating which features remain and which features are to be removed
- \_\_\_\_\_ Location, height, floor area and arrangement of proposed buildings.

**Drainage**

- \_\_\_\_\_ Location of proposed drainage facilities, including watercourses and existing drainage facilities
- \_\_\_\_\_ Notation regarding the location and elevation of the 100 year floodplain
- \_\_\_\_\_ location of any proposed storm water detention basin and/or stream relocation
- \_\_\_\_\_ Notation of storm water flow

**Adjacent Property**

- \_\_\_\_\_ Location and ownership of all adjoining property
- \_\_\_\_\_ Sanitary sewers, street grades and other facilities
- \_\_\_\_\_ Provisions for screening, buffering and landscaping

**Site Statistics**

- \_\_\_\_\_ Total Acreage in subdivision
- \_\_\_\_\_ Acreage in street ROW
- \_\_\_\_\_ Number of Single-Family Lots
- \_\_\_\_\_ Existing zoning (total area)
- \_\_\_\_\_ Proposed zoning (total area)
- \_\_\_\_\_ Amount of open space
- \_\_\_\_\_ Lot coverage
- \_\_\_\_\_ Number of parking spaces required and provided

**Legend**

- \_\_\_\_\_ Graphical and written explanation of all symbols and labels

**Variances and Waivers**

- \_\_\_\_\_ Proposed waivers from the subdivision regs (individually listed and noted)
- \_\_\_\_\_ Proposed variances from the zoning regs (individually listed and noted)