



Oldham County Planning and Development Services
Application for Major Subdivision
Preliminary 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? _____

Current Land Use: _____ Parcel ID: _____

Current Zoning: _____ Proposed Zoning: _____

Total Acreage: _____ Proposed Number of Lots/Units: _____ Proposed Minimum Lot Size: _____

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

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Additional Requests:

A. Are there any variances required? _____

If yes, 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, attach a list including each waiver and from which section of the 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. Does the major subdivision require a zoning map amendment (zoning district change)? _____

If yes, a separate Zoning Map Amendment application is required.

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Submittal Checklist:

- _____ 1. Complete Oldham County Planning and Zoning Major Subdivision Application. (Owner's signature is required.)
- _____ 2. Required Major Subdivision Fee of \$500 plus \$10 per housing unit; \$0.02 per square foot of bldg. floor area for non-residential.
- _____ 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 1st tier adjoining parcels. 1st tier adjoining parcels include all those that border the property, including those across streets and streams, and 2nd tier parcels within five hundred feet of subject site. (*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 Plan including the required components listed in the attached Preliminary Plan Checklist (Maximum size of 30" x 42")
- _____ 8. One reduced copy of the plan to an 8 1/2" x 11" size.
- _____ 9. A copy of the proposed deed of restrictions for the subdivision.
- _____ 10. Required explanation and justification for all requested variances and waivers. (See page 2)
- _____ 11. Written explanation of the provision of reservations and arrangement for maintenance of common areas and open spaces.
- _____ 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) and 20 copies of the summary section.
- _____ 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. Photos and other supporting documents. (20 copies)
- _____ 16. 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. 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.

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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-2nd Floor
Louisville, Kentucky 40218
(502) 451-85074
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, Suite 3
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@veoliawaterma.com

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

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Preliminary Plan Checklist::

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 and ROW width of proposed streets and existing adjacent streets
- _____ Street grades and elevations at street intersections
- _____ Typical cross section of proposed streets
- _____ Any access points designated for use by construction vehicles

Lots

- _____ The proposed lot layout showing the location and distances for lot lines
- _____ Parcel areas
- _____ Lot numbers
- _____ 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

Existing 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

Public and Non-Public Sites

- _____ Name, acreage and proposed use of any parcels to be conveyed or held for public use, for joint use of property owners, or for non-public uses (such as multi-family dwellings, shopping centers or churches, but not including single family dwellings)

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)

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Manmade Features

_____ Existing manmade features such as houses, barns, outbuildings, fence rows, driveways, cemeteries and other manmade features which might affect the design of the subdivision

_____ Notation indicating which features remain and which features are to be removed

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

_____ location of nearest off-site drainage facility, including culvert size and/or natural body of water

_____ Notation of storm water flow

Adjacent Property

_____ Location and ownership of all adjoining property

_____ Sanitary sewers, street grades and other facilities

_____ Potential street layout for adjacent properties owned by the developer

Site Statistics

_____ Total Acreage in subdivision

_____ Acreage in street ROW

_____ Number of Single-Family Lots

_____ Amount of other land uses (number of apartment units, patio homes, etc.)

_____ Minimum lot size

_____ 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)