



**Oldham County Planning and Development Services
Application for Record Plat**

<i>For Staff Use Only:</i>			
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): _____

Subdivision Name: _____

Section: _____ Number of Lots: _____

Total Site/Section Acreage: _____ Parcel ID _____

Approved Docket Number: _____ Date of Approval: _____

Signatures:

Owner(s):

Name: _____ Signature: _____

Address: _____

Phone: _____ Email Address: _____

Engineer:

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: _____

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Initial Submittal Checklist:

- _____ 1. One copy of a Subdivision Record Plat including the required minimum components of the attached checklist.
- _____ 2. Review comments from the appropriate agencies. See the attached list for agency contact information)

Once all of the above items are received by the Planning and Zoning Office, the record plat will be reviewed by staff. After review, an official letter detailing any required changes will be mailed to the appropriate contact person/agency. Once approved by staff, the applicant must submit all required items in the following list. After all items are received, Planning and Zoning staff will arrange a meeting to complete the official approval.

Final Plat Submittal Checklist:

- _____ 1. Complete Oldham County Planning and Zoning Record Plat application. (Owner's signature is not required)
- _____ 2. Required Record Plat application fee of \$300 plus \$10 per housing unit.
- _____ 3. At least two 24" x 36" mylar copies of the plat. **
- _____ 4. One 20" x 24" mylar copy with a 2" left and bottom margin. **
- _____ 5. Fourteen 24" x 36" paper copies of the plat. **
- _____ 6. Certificate of Partial Completion with project engineer's signature, date and seal with a performance agreement that establishes a completion date.
- _____ 7. A surety amount approved by the Oldham County Engineer.
- _____ 8. One copy of the subdivision deed restrictions.

** Note: All plats must include street addresses. One copy of the Record Plat must be submitted in advance to Oldham County GIS for addressing purposes.

* *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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Record Plat Checklist:

Title Block

- _____ Name and Address of Person or firm who prepared the plat
- _____ Name and Address of Property Owner
- _____ Notation of Record Plat
- _____ Subdivision Name and Section
- _____ 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

- _____ Name, bearings, centerline curve data and ROW width of proposed streets and existing adjacent streets

Lots

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

Utilities

- _____ Location and purpose of easements
- _____ All stormwater infrastructure must be contained in an easement

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

- _____ Natural features which might affect the design of the subdivision.

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
- _____ Signed stormwater maintenance agreement

Adjacent Property

- _____ Location and ownership of all adjoining property including deed book and page
- _____ Names and widths of all adjoining streets and easements.

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

Site Statistics

www.oldhamcountyky.gov

Last Updated 11/7/2019

- _____ 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.)
- _____ Existing zoning
- _____ Amount of open space

_____ **Legend**

_____ Graphical and written explanation of all symbols and labels

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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, 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

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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@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