



**Oldham County Planning and Development Services**  
**Application for Technical Review Committee**

*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: \_\_\_\_\_

Pre-Application Conference Date: \_\_\_\_\_

Requesting Approval of :  Rezoning  Preliminary Subdivision Plan  Revised Plan  Other

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

Total Site Acreage: \_\_\_\_\_ Parcel ID \_\_\_\_\_

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

Current Zoning: \_\_\_\_\_ Proposed Zoning: \_\_\_\_\_

Current Subdivision Name: \_\_\_\_\_ Proposed Subdivision Name: \_\_\_\_\_

**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: \_\_\_\_\_

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**Submittal Checklist:**

- \_\_\_\_\_ 1. Complete Oldham County Planning and Zoning Technical Review Committee Application.
- \_\_\_\_\_ 2. Required TRC Fee of \$300, and Notice fees equal to \$5.00 per adjoining property owner.
- \_\_\_\_\_ 3. 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)
- \_\_\_\_\_ 4. Property information for the project location as listed by the Property Valuation Administration (PVA). (\*See note below for PVA directions)
- \_\_\_\_\_ 5. A copy of the current recorded deed along with any applicable easement deeds or maintenance agreements. Include any surveys of the property, if available.
- \_\_\_\_\_ 6. Twenty copies of a Development Plan (Rezoning) or Preliminary Plan (Major Subdivision) including the required components listed in the attached plan checklist. (Maximum size of 30" x 42")
- \_\_\_\_\_ 7. Please provide reduced copies of the plan to an 8 1/2" x 11" size, one for each adjoining property owner.
- \_\_\_\_\_ 8. Photos and other supporting documents. (10 copies)
- \_\_\_\_\_ 9. Review comments from the appropriate agencies. (See the attached list for agency contact information) *Note: Only the Conservation District letter is required at time of application.*
- \_\_\_\_\_ 10. Must include information from neighborhood meeting with TRC application.

\* *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.*

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**Review Agency Contact Information:**

**Appropriate Hwy. Department**

Kentucky Transportation Cabinet  
ATTN: Steve Tucker  
8310 Westport Road  
Louisville KY 40242  
(502) 210-5400 Fax: (502) 210-5494  
stevieD.Tucker@ky.gov

Oldham County Engineer  
ATTN: Beth Stuber  
100 West Jefferson St.  
LaGrange KY 40031  
(502) 222-1476  
bstuber@oldhamcountky.gov

LaGrange Public Works  
ATTN: Corey Rusnak  
307 West Jefferson Street  
LaGrange KY 40031  
(502) 222-8954  
crusnak@lagrangeky.net

**Health Department**

Oldham County Health Department  
ATTN: Todd LaFollette  
1786 Commerce Pkwy.  
LaGrange KY 40031  
(502) 222-3516  
todd.lafollette@ky.gov

**Natural Resources Conservation District**

Natural Resources Conservation Services  
ATTN: Kurt Mason  
4233 Bardstown Road, Suite 100A  
Louisville KY 40218  
(502) 222-5123 (LaGrange)  
(502) 499-1900 (Louisville)  
kurt.mason@ky.usda.gov

**AT&T**

AT&T  
ATTN: Clark Sanders  
3719 Bardstown Road – 2<sup>nd</sup> floor  
Louisville KY 40218  
(502) 227-0827  
js0962@att.com

**Appropriate Electric Company**

Kentucky Utilities Company  
ATTN: Tim Probus  
1100 Main Street  
Shelbyville KY 40065  
(502) 633-9459 Fax: (502) 633-4875  
tim.probus@lge-ku.com

Louisville Gas & Electric Co.  
ATTN: Bert Craig  
820 W. Broadway  
Louisville KY 40202  
(502) 627-2571 Fax: 364-8377  
roberta.craig@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@oldhamcountky.gov

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

**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: Ed Basquill  
700 West Jefferson Street  
LaGrange KY 40031  
(502) 225-9477 Fax: 225-9468  
ed.basquill@veoliawaterna.com

Metropolitan Sewer District  
ATTN: Jim Bobbitt  
700 West Liberty Street  
Louisville, KY 40203  
(502) 540-6000  
Bobbitt@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@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: David Pendleton  
PO Box 77 (6407 Fourth Street)  
Westport KY 40077  
(502) 222-7078  
Westport1901@gmail.com

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

**Oldham County Board of Education**

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

Oldham County Board of Education  
Attn: Michael Williams  
6165 W. Highway 146  
Crestwood, KY 40014  
Phone: 241-3500  
[michael.williams@oldham.kyschools.us](mailto:michael.williams@oldham.kyschools.us)

**Traffic Consultant**

Paula Wahl, P.E.  
Neel-Schaffer, Inc.  
200 Whittington Parkway  
Louisville, KY 40222,  
Phone: (502).429.9902  
Paula.wahl@neel-schaffer.com

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**Development Plan Checklist for rezoning applications not involving a Major Subdivision:**

**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)

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**Preliminary Plan Checklist for applications involving a Major Subdivision:**

**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)

**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

**Variations and Waivers**

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