VERSAILLES-MIDWAY-WOODFORD COUNTY PLANNING COMMISSION

APPLICATION FOR SITE DEVELOPMENT PLAN

Application Number: _____ **Technical Review Meeting Date:** _____

Date Application Filed: _____ **PC Meeting Approval Date:** _____

APPLICANT(S) INFORMATION

1) APPLICANT(S) NAME(S): _____

Names of Officers, Directors, Shareholders or Members (If Applicable):

_____

Mailing Address: Phone Number: _____

_____ Cell Number: _____

_____ E-Mail Address: _____

---

2) PROPERTY OWNER(S) NAME(S): _____

Mailing Address: Phone Number: _____

_____ Cell Number: _____

_____ E-Mail Address: _____

PLEASE USE ADDITIONAL PAGES IF NEEDED

---

3) APPLICANT(S) ATTORNEY: _____ Name of Law Firm: _____

Phone Number: _____ Cell Number: _____

E-Mail Address: _____

---

4) SURVEYOR: _____ Name of Firm: _____

Phone Number: _____ Cell Number: _____

E-Mail Address: _____

5) ENGINEER: _____ Name of Firm: _____

Phone Number: _____ Cell Number: _____

E-Mail Address: _____

---

6) ARCHITECT: _____ Name of Firm: _____

Phone Number: _____ Cell Number: _____

E-Mail Address: _____

---

7) LANDSCAPE ARCHITECT: _____ Name of Firm: _____

Phone Number: _____ Cell Number: _____

E-Mail Address: _____

APPLICATION CHECKLIST

- ☐ A completed and signed Application
  - ◯ Site Dev Plan Application ◯ Site Dev Plan Amendment
- ☐ Water/Sewer/ Floodplain Verification Letter(s) or Signature(s), if required
- ☐ Complete set of project plans prepared by a licensed surveyor or engineer depicting the various portion(s) of the property to be included in the proposed project site (Please include: two (2) - 24" x 36" plan-sets and two (2) - 11" x 17" plan-sets)
- ☐ Two (2) sets of Landscape Plan, if applicable
- ☐ Two (2) sets of Topographic Survey/Drainage Plan & Calculations
- ☐ Traffic Impact Study (TIS) and/ or Geologic Analysis (Phase I), if required
- ☐ Two (2) sets of site Architectural Plan, including proposed elevations of all building sides
- ☐ Two (2) draft sets of proposed Property or Condominium Owners Association Covenants, Master Deed or Restrictions, if applicable
- ☐ Filing and Recording Fees

DEVELOPMENT PLAN REQUEST

Please describe the proposed use and Site Development Plan project request of the property being considered:

_____

_____

_____

_____

APPLICANT'S CERTIFICATION

I do hereby certify that, to the best of my knowledge and belief, all application materials have been submitted and that the information they contain is true and correct. Please attach additional signature pages if needed.

Signature of Applicant(s) and Property Owner(s):

1) _____ _____

_____ *Date:*

(please print name and title)

2) _____ _____

_____ *Date:*

(please print name and title)

The foregoing signatures constitute all of the owners of the affected property necessary to convey fee title, their attorney, or their legally constituted attorney-in-fact. If the signature is of an attorney, then such signature is certification that the attorney represents each and every owner of the affected property. Please use additional signature pages, if needed.

REQUIRED FILING FEES MUST BE PAID BEFORE ANY APPLICATION WILL BE ACCEPTED

Application Fee: _____

Land Use Certificate Fee: _____

Date Fees Received: _____

Submit Application to:

Versailles-Midway-Woodford County Planning Commission
103 South Main Street, Suite 204
Versailles, KY 40383
859.873.8611
www.woodfordplanning.org