

# PUD and Development Plan Application

*For Office Use Only:*

Date Received: \_\_\_\_\_

Fees: \$ \_\_\_\_\_

Docket #: \_\_\_\_\_

**Triple S Planning Commission**  
501 Main Street, Courthouse, Suite 3  
Shelbyville, Kentucky 40065

Telephone: (502) 633-1718 Fax: (502) 633-1709

www.shelbypz.com

**Please type or print (blue or black ink)**

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

**Plat Type (check one):**  Development Plan Commercial  Development Plan Industrial  Amended Development Plan

Preliminary PUD  Final PUD  Amended PUD

**Waiver(s) Requested:**  Yes  No If Yes, attach completed Waiver Application.

**Property Information:**

Development Name: \_\_\_\_\_

Development Location: \_\_\_\_\_

Property Zoning: \_\_\_\_\_

**Property Owner Information:**

Name: \_\_\_\_\_ Daytime Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Developer Information (if different from Owner):**

Name: \_\_\_\_\_ Daytime Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Land Surveyor Information**

Name: \_\_\_\_\_ Daytime Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Engineer Information (if applicable):**

Name: \_\_\_\_\_ Daytime Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Required Supporting Documentation**

**The following supporting documentation and fees must be submitted with the completed and signed application:**

- 1. Thirteen (13) copies no larger than 18" x 24" & two (2) copies no larger than 11" x 17" of a Development Plan, or Planned Unit Development Plan.
- 2. Complete listing of all names and mailing address for all adjoining property owners within, contiguous to, and directly across the street. Adjacent property information shall be obtained from the PVA office.
- 3. Disclosure of ownership interest in the subject property (deed or purchase agreement).
- 4. PUD/Development Plan filing fee, nonrefundable, payable to Triple S Planning Commission (see Fee Schedule).

**Property Owner Certification & Signature**

I (We) affirm that the submitted PUD/Development Plan was prepared at my (our) direction, and I (we) hereby consent to the proposed layout and all proposed improvements. I (We) hereby agree to comply with all applicable Zoning and Subdivision Regulations, pay all applicable fees, and provide any and all requested information and copies. I (We) further understand that it is my (our) responsibility to obtain all certification signatures and record the approved PUD in the Shelby County Clerk's office within ninety (90) days of approval. I (We) further understand that if the PUD is not recorded within ninety (90) days, the approval is void and not subject to recording. I (We) do hereby certify that the information provided herein is both complete and accurate to the best of my (our) knowledge, and I (we) understand that any inaccuracies may be considered just cause for invalidation of this application and any action taken on this application.

Owner \_\_\_\_\_ Date \_\_\_\_\_

Owner \_\_\_\_\_ Date \_\_\_\_\_

*The foregoing signatures constitute all of the property owners necessary to convey fee title or their legally constituted attorney-in-fact.*

**FOR OFFICIAL USE ONLY**

Date Application Received : \_\_\_\_\_ Received by: \_\_\_\_\_

Filing Fee Paid: \_\_\_\_\_ Check #: \_\_\_\_\_  Cash

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

Applicable Zone Changes:  Yes  No Number: \_\_\_\_\_ Date: \_\_\_\_\_

Applicable Variance(s):  Yes  No Number: \_\_\_\_\_ Date: \_\_\_\_\_

Planning Commission Meeting Date: \_\_\_\_\_

Approved  Disapproved  Conditionally Approved

Conditions: \_\_\_\_\_

Date Recorded: \_\_\_\_\_ Plat Cabinet: \_\_\_\_\_ Slide Number: \_\_\_\_\_

## PLANNED UNIT DEVELOPMENT CHECKLIST

Name of Development \_\_\_\_\_

Location of Development \_\_\_\_\_

- \_\_\_\_\_ Name of Development
- \_\_\_\_\_ Name and address of adjoining property owners identified on plat as well as on separate sheet
- \_\_\_\_\_ Subdivision name, lot number & plat cabinet & slide number
- \_\_\_\_\_ Bond Posted
- \_\_\_\_\_ Present zoning of adjoining property
- \_\_\_\_\_ Name and address of owner and developer
- \_\_\_\_\_ Name, seal and certificate of accuracy by Surveyor
- \_\_\_\_\_ Certificate of Fire Protection
- \_\_\_\_\_ Certificate of approval for Entrance to Highway
- \_\_\_\_\_ Certificate of approval for County Health Dept.
- \_\_\_\_\_ Certificate of approval of Water plans and specs.
- \_\_\_\_\_ Certificate of approval of Sewer plans and specs.
- \_\_\_\_\_ Certificate of approval of Street plans
- \_\_\_\_\_ Certificate of Ownership and Dedication, if required
- \_\_\_\_\_ Certificate of Approval
- \_\_\_\_\_ Certificate of Early Warning System
- \_\_\_\_\_ Approval of Utility Easements by utility companies
- \_\_\_\_\_ Scale 1" = 100' maximum
- \_\_\_\_\_ Vicinity map
- \_\_\_\_\_ Date, graphic scale and north arrow
- \_\_\_\_\_ Acreage of tract being developed shown
- \_\_\_\_\_ Boundary lines of tract with bearings and distances
- \_\_\_\_\_ Existing and proposed street shown and dimensioned
- \_\_\_\_\_ Existing and proposed easements shown and dimensioned
- \_\_\_\_\_ Lot lines with bearings and easements
- \_\_\_\_\_ All curves defined with adequate information
- \_\_\_\_\_ Lots numbered and area shown
- \_\_\_\_\_ Sites for public dedication, other than street shown
- \_\_\_\_\_ Building lines shown
- \_\_\_\_\_ Protective covenants submitted \*(See page 85)
- \_\_\_\_\_ Streets named
- \_\_\_\_\_ Identification of monuments shown on the plat
- \_\_\_\_\_ Street plans submitted with grades, profiles and drainage
- \_\_\_\_\_ Street cross sections submitted
- \_\_\_\_\_ Existing utilities identified as to size and type
- \_\_\_\_\_ Street right-of-ways shown and dimensioned
- \_\_\_\_\_ Location of pertinent natural features
- \_\_\_\_\_ Phasing or stages of development

- \_\_\_\_\_ Overall density calculations
- \_\_\_\_\_ Parking Areas on and off street
- \_\_\_\_\_ Loading and unloading areas
- \_\_\_\_\_ Access points
- \_\_\_\_\_ Buffer Zones shown
- \_\_\_\_\_ Lighting for street and parking
- \_\_\_\_\_ Existing topography
- \_\_\_\_\_ Floor areas
- \_\_\_\_\_ Ratio of floor space to land areas
- \_\_\_\_\_ Buildable area shown
- \_\_\_\_\_ Yard lines
- \_\_\_\_\_ Distance between buildings
- \_\_\_\_\_ Height of structure
- \_\_\_\_\_ Proposed signage
- \_\_\_\_\_ Lighting Plan
- \_\_\_\_\_ Erosion Control Plan
- \_\_\_\_\_ Landscape Plan
- \_\_\_\_\_ Hydraulic Study/Analysis

Checklist prepared by: \_\_\_\_\_ Date \_\_\_\_\_

# COMMERCIAL/INDUSTRIAL DEVELOPMENT PLAN CHECKLIST

Name of Development \_\_\_\_\_

Location of Development \_\_\_\_\_

- \_\_\_\_\_ Name and address of owner and developer
- \_\_\_\_\_ Name, seal and certificate of accuracy by Surveyor
- \_\_\_\_\_ Subdivision name, lot number & plat cabinet & slide number
- \_\_\_\_\_ Bond Posted
- \_\_\_\_\_ Certificate signed by engineer for lighting, noise and odor
- \_\_\_\_\_ Certificate of approval for Fire Protection
- \_\_\_\_\_ Certificate for Drainage Design and engineer's stamp
- \_\_\_\_\_ Certificate of Ownership
- \_\_\_\_\_ Certificate of Roadway Entrance
- \_\_\_\_\_ Certificate of Early Warning System
- \_\_\_\_\_ Scale 1" = 100' maximum
- \_\_\_\_\_ Vicinity map
- \_\_\_\_\_ Date, graphic scale and north arrow
- \_\_\_\_\_ Acreage of tract being developed
- \_\_\_\_\_ Boundary lines of tract with bearings and distances
- \_\_\_\_\_ Existing and proposed street shown and dimensioned
- \_\_\_\_\_ Existing and proposed easements shown and dimensioned
- \_\_\_\_\_ All curves defined with adequate information
- \_\_\_\_\_ Building lines shown
- \_\_\_\_\_ Identification of monuments shown on the plan
- \_\_\_\_\_ Existing utilities identified as to size and type
- \_\_\_\_\_ Street right-of-ways shown and dimensioned
- \_\_\_\_\_ Location of pertinent natural features
- \_\_\_\_\_ Parking areas identified
- \_\_\_\_\_ Loading and unloading areas
- \_\_\_\_\_ Access points
- \_\_\_\_\_ Buffer areas shown
- \_\_\_\_\_ Lighting, noise and/or odor identified on plan
- \_\_\_\_\_ Existing topography
- \_\_\_\_\_ Floor areas
- \_\_\_\_\_ Ratio of floor space to land areas
- \_\_\_\_\_ Setback lines
- \_\_\_\_\_ Distance between buildings
- \_\_\_\_\_ Height of structure
- \_\_\_\_\_ Proposed signage
- \_\_\_\_\_ Drainage plan with engineer's stamp
- \_\_\_\_\_ Erosion Control and Sediment Plan attached to this submittal
- \_\_\_\_\_ Lighting Plan
- \_\_\_\_\_ Hydraulic Study/Analysis

\_\_\_\_\_Landscape Plan

Checklist prepared by: \_\_\_\_\_Date\_\_\_\_\_

## Filing Deadlines & Meeting Dates

Triple S Planning Commission  
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# 2009

Effective January 1, 2009

### Planning Commission

21—Day Deadline	14—Day Deadline	Meeting Date
December 29, 2008	January 6, 2009	January 20, 2009
January 26, 2009	February 3, 2009	February 17, 2009
February 23, 2009	March 3, 2009	March 17, 2009
March 30, 2009	April 7, 2009	April 21, 2009
April 27, 2009	May 5, 2009	May 19, 2009
May 22, 2009	June 2, 2009	June 16, 2009
June 29, 2009	July 7, 2009	July 21, 2009
July 27, 2009	August 4, 2009	August 18, 2009
August 31, 2009	September 1, 2009	September 15, 2009
September 28, 2009	October 6, 2009	October 20, 2009
October 26, 2009	November 3, 2009	November 17, 2009
November 30, 2009	December 1, 2009	December 15, 2009
December 28, 2009	January 5, 2010	January 19, 2010

### Board of Adjustments & Appeals

Deadline	Meeting Date
January 12, 2009	January 29, 2009
February 9, 2009	February 26, 2009
March 9, 2009	March 26, 2009
April 13, 2009	April 30, 2009
May 11, 2009	May 28, 2009
June 8, 2009	June 25, 2009
July 13, 2009	July 30, 2009
August 10, 2009	August 27, 2009
September 7, 2009	September 24, 2009
October 12, 2009	October 29, 2009
November 16, 2009	December 3, 2009
Dec - NO MEETING -	Dec - NO MEETING -
January 11, 2010	January 28, 2010

#### 21-Day Deadline for Filing:

- Zone Change Applications
- Planned Unit Development (PUD) Applications
- Preliminary Plat Applications
- All Other Plats w/Waivers Applications
- Development Plans w/ Waivers Applications

#### 14-Day Deadline for Filing:

- Development Plans w/o Waivers Applications
- All Other Plats Applications
- Bond Release Request Applications

#### Deadline for Filing:

- Variance Applications
- Conditional Use Permit Applications
- Administrative Appeal Applications

#### Reminders:

- All filing deadlines are required to be submitted by 12:00 p.m. (noon) at the Commission Office on the deadline date listed above.
- Incomplete Applications will not be accepted.