

Commercial Establishments Design Standards Review Application

Development Review Board
Joint City-County Planning Commission of Nelson County
Old Courthouse Building, 2nd Floor, One Court Square, P.O. Box 402
Bardstown, Kentucky 40004
Telephone: (502) 348-1805 Fax: (502) 348-1818
Email: ncpz@bardstowncable.net

For Office Use Only:

Application #: _____
 Date Filed: _____
 Meeting Date: _____

Please type or print (blue or black ink)

Application Date: _____

Instructions	Applicant Information
<p>Provide the Applicant's name, contact person, mailing address, telephone, and email address. Use additional sheets, if necessary.</p> <p>If the Applicant is not the property owner, provide the Owner's name, address, telephone, and email address.</p> <p>If an Architect or other design professional represents the Applicant, provide the name, firm name, address, telephone, and email address.</p>	<div style="text-align: right;"><input type="checkbox"/> <i>Additional pages attached.</i></div> <p>Applicant Name: _____</p> <p>Contact Person: _____</p> <p>Mailing Address: _____</p> <p>City: _____ State: _____ Zip Code: _____</p> <p>Telephone: _____ Email: _____</p> <p>Co-Applicant/Owner Name: _____</p> <p>Mailing Address: _____</p> <p>City: _____ State: _____ Zip Code: _____</p> <p>Telephone: _____ Email: _____</p> <p>Applicant's Agent/Representative: _____</p> <p>Firm Name: _____</p> <p>Mailing Address: _____</p> <p>City: _____ State: _____ Zip Code: _____</p> <p>Telephone: _____ Email: _____</p>

Instructions	Property Information
<p>Identify the property's street address and specify the lot number and subdivision, if applicable.</p> <p>Check appropriate jurisdiction where the property is located.</p> <p>Specify construction type.</p> <p>Indicate size of proposed building or addition.</p> <p>State property size.</p> <p>Describe the property's current zoning classification and proposed use.</p>	<p>Street Address: _____</p> <p>Lot #/Subdivision Name (if applicable): _____</p> <p>Jurisdiction: <input type="checkbox"/> Bardstown <input type="checkbox"/> Bloomfield <input type="checkbox"/> Fairfield <input type="checkbox"/> New Haven <input type="checkbox"/> Unincorporated Nelson County</p> <p>Type of Construction: <input type="checkbox"/> New construction <input type="checkbox"/> Addition or expansion</p> <p>Building Size: _____</p> <p>Property Size: _____ PVA #: _____</p> <p>Existing Zoning: _____</p> <p>Proposed Use: _____</p>

Required Supporting Documentation

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

- 1. Site plan (no larger than 24" x 36") showing the lot/tract, building locations, outdoor sales display or storage areas, trash collection areas, parking areas, driveways, loading/unloading areas, sidewalks, open space and landscaped areas, lighting locations, sign locations, ground-mounted equipment areas, topography, drainage and floodplain areas, and any other pertinent design elements.
- 2. Landscaping plan (no larger than 11" x 17") and listing of proposed plant type, number, and sizes at planting and maturity, if applicable.
- 3. Lighting plan (no larger than 11" x 17"), including lighting fixture specifications, if applicable.
- 4. Building elevations (no larger than 24" x 36") for **all sides**.
- 5. Sample of building materials and colors (may be referenced on building elevations or site plan).
- 6. Photographs of site or existing building designs similar to proposed establishment (optional)

Note: If full-size plans (larger than 11" x 17") are submitted, the Applicant must submit seven (7) copies. If reduced-size plans (no larger than 11" x 17") are available, then the Applicant may submit only one (1) full-size copy and one (1) reduced-size copy.

Applicant/Owner Certification

I do hereby certify that the information provided herein is both complete and accurate to the best of my knowledge, and I understand that any inaccuracies may be considered just cause for invalidation of this application and any action taken on this application. I further certify that I have the authority to file this application based on properly executed documents with the owner of this property. I further hereby certify that I am aware of the plans and supporting documentation submitted as part of the application and aware of the required design standards and review process set forth in the *Commercial Establishment Design Standards Ordinance*. I further hereby certify that I agree that the filing of this application constitutes an agreement with all owners and other parties having an interest in the subject property, their heirs, successors, and assigns, to comply with any and all imposed conditions and requirements.

Additional pages attached.

Signatures of Applicant(s):

Title:

Date:

For Office Use Only

Date Application Received: _____ Received by: _____

Administrative Review or DRB Meeting (Date): _____

DRB Recommendation: _____

Date of Transmittal to Legislative Body: _____

Legislative Body Meeting (Date): _____

Final Decision: _____

