



Oldham County Planning and Development Services
Application for Zoning Map Amendment
Development Plan

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: _____

City: _____ Is the project within the incorporated city limits? _____

Total Site Acreage: _____ Subdivision Name: _____

Current Land Use: _____ Proposed Land Use: _____

Parcel ID: _____ Current Zoning: _____ Proposed Zoning: _____

Are there any past or present related Planning and Zoning cases on this property? If yes, please list the cases:

Signatures: *(The undersigned agrees that the filing of this application constitutes an agreement by the owner(s) and other parties having an interest in the subject property. Their heirs, successors, and assigns, that, if the zoning map amendment(s) requested by this application is (are) enacted by the appropriate legislative body, building permits for improvement of the subject property shall be issued only in conformance with the zoning ordinance and binding and that such binding elements shall be strictly complied with and may be enforced in the same manner as the zoning district regulations.)*

Owner(s):

Name: _____ Signature: _____

Address: _____

Name: _____ Signature: _____

Address: _____

Name: _____ Signature: _____

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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Additional Requests:

A. Are there any variances required? _____

If yes, attach a list including each variance and from which section of the Zoning Ordinance the variance is requested. Each request for a variance must also include a justification statement in response to the following questions:

1. What are the specific conditions related to this request that are unique only to the applicant's land and do not exist on other land in the same general vicinity, or in the same zoning district?
2. If this variance were not granted, how would this deprive the applicant of reasonable use of the land in a manner equivalent to uses permitted to other landowners in the same zoning district?
3. Are the unique conditions and circumstances a result of actions of the applicant taken after the adoption of the zoning regulations from which relief is sought?
4. How will the variance preserve, and not harm, the public safety and welfare of the public and maintain the essential character of the neighborhood?

Variances are needed when a major subdivision conflicts with specific dimensional requirements of the Oldham County Zoning Ordinance.

B. Are there any waivers required? _____

If yes, attach a list including each waiver and from which section of the Subdivision Regulations the waiver is requested. The Commission may reduce or otherwise grant waivers from the requirements of the Oldham County Subdivision regulations whenever it encounters the situations described below.

- A. Exceptional Hardship – Where the Commission finds that strict compliance with these regulations would create an undue hardship because of exceptional unique topographic or other natural or man-made physical conditions encountered on the particular land, the Commission may modify these regulations to the extent necessary to relieve the undue hardship.
- B. Design Innovation and Large Scale Development – These regulations may be modified by the Commission in the case of plans for complete neighborhoods or other design innovations which, in the Commission's opinion, still achieve the basic objectives of these regulations.

Requests for waivers must be justified based on one or both of the above situations.

C. Is the Zoning Map Amendment part of an application for a Major Subdivision? _____

If yes, a separate Major Subdivision Preliminary Plan Application is required.

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

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Submittal Checklist:

_____ 1. Complete Oldham County Planning and Zoning Application for a Zoning Map Amendment.
(Owner’s signature is required.)

_____ 2. Required Zoning Map Amendment Fee:

Zoning Amendment Request (acres)	<2	2-5	5-10	10-20	20-50	50+
AG-1, CO-1, R-1, R-1A, R-2, R-2A, R-3.....	\$450.00	\$575.00	\$700.00	\$1200.00	\$1800.00	\$2400.00
R-4A, R-4, C-N, O-1, O-2, C-1, C-2, C-3, C-4, I-1, I-2, T.....	\$700.00	\$950.00	\$1200.00	\$1800.00	\$2400.00	\$3600.00
PUD.....	N/A	N/A	N/A	\$2400.00	\$3600.00	\$4800.00

Note: Acreage shall be calculated based on the area of the requested zoning only

_____ 3. Notice fees equal to \$5.00 per adjoining property owner. **(Please note: If approved at Planning Commission, an Application for Legislative Body Review is required. The additional fees for this application are \$300, Notice fees equal to \$5.00 per adjoining property owner and a recording fee of \$50.00.)**

_____ 4. Mailing Labels for all adjoining property owners, including name and address of all 2nd tier adjoining parcels. Second tier adjoining parcels include all those that within 500 feet of the property, including those across streets and streams. (*See note below for PVA directions)

_____ 5. Property information for the project location as listed by the Property Valuation Administration (PVA). (*See note below for PVA directions)

_____ 6. A copy of the current recorded deed along with any applicable easement deeds or maintenance agreements. Include any surveys of the property, if available.

_____ 7. Twenty tri-folded copies of a Preliminary Plan including the required components listed in the attached Preliminary Plan Checklist (Maximum size of 30” x 42”)

_____ 8. One reduced copy of the plan to an 8 1/2” x 11” size.

_____ 9. A legal (metes and bounds) written description of the area proposed for rezoning.

_____ 10. A written justification statement, according to KRS 100.213 and Section 1401 of the Oldham County Zoning Ordinance under the Demonstration of Appropriateness.

_____ 11. Required explanation and justification for all requested variances and waivers. (See page 2)

_____ 12. Traffic Impact Analysis (for developments generating an ADT exceeding 1000 vehicles) and 20 copies of the summary section.

_____ 13. If applicable, a general statement describing the nature of the environmentally sensitive areas, and the manner in which any such area is to be handled during development of the property, as well as any special design measures taken by the developer to attempt to minimize the development’s impact on the environmentally sensitive areas.

_____ 15. Wastewater Treatment Facility Capacity Form. (for developments served by sanitary sewers)

* 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.

Last Updated 4/28/2026

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Development Plan Checklist:

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

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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)