



Would you rather apply electronically? Go to the address below to learn more about submitting applications online:
https://louisvilleky.gov/office-planning/document/pdssubmitting-applications-online

Staff Use Only in This Box

Case No.: _____ Intake Staff: _____
Date: _____ Fee: _____

Applications are due on Mondays at 2:00 pm to be processed that week. Once complete, please bring the application and supporting documentation to: Office of Planning, 444 S. Fifth Street #300. For more information, call (502) 574-6230 or visit https://louisvilleky.gov/government/office-planning.

PROJECT INFORMATION

Project Name: _____

Project Description: _____

Primary Project Address / Parcel ID: _____

Additional Address(es) / Parcel ID(s): _____

Deed Book(s) / Page Number(s): _____

Current Zoning District: _____ Current Form District: _____

Current Use: _____ Proposed: _____

Number of Proposed Residential Units: _____

Proposed Square Footage (Commercial, Industrial, etc.): _____

Acreage of Subject Property: _____

Has the property been the subject of a previous development proposal? _____

If yes, please list the Docket / Case Number(s): _____





Much of the property information above can be found on the Land Development Report via the LOJIC Online Map Tool:

https://www.lojic.org/lojic-online. After searching the address in LOJIC, click the Parcel Report button [P] or

Land Development Report button [d] to view the respective report.

CHECKLIST

Please submit the completed application along with the following documents. Applications **WILL NOT** be accepted without the following items:

-  **Letter of Explanation:** Write a detailed letter that summarizes your plans / proposal.
-  **Site Plan:** Provide a copy of the site plan, 24in x 36in or other appropriate size to convey site plan requirements. ALL PLANS MUST BE FOLDED – fold no larger than 9in x 9in with the bottom right corner as the front.
-  **Renderings:** Provide elevations/renderings of the building(s) proposed for the site. The rendering must contain views of ALL sides of the building(s).
-  **Fee:** \$350 application fee (cash, charge or check made payable to “Louisville Metro Government”).



OFFICE OF
PLANNING

Louisville Metro Office of Planning

444 S. Fifth Street #300

Louisville, Kentucky 40202

(502) 574-6230

<https://louisvilleky.gov/government/office-planning>