

IMPROVEMENT PLAN REVIEW
BOONE COUNTY PLANNING COMMISSION

One (1) full set of paper plans and one (1) full set of plans in pdf file format are required

Construction inspection fees shall be measured and calculated by the applicant and be verified by the Boone County Planning Commission according to the submitted drawings

An application consists of all fees paid in full, submitted drawings, pdf file and a completed application form

SECTION A: (To be completed by applicant)

1. Name of Subdivision: _____

2. Phase/Section Number: _____

3. Street Location of Subdivision: _____

4. Date of Preliminary Plat Approval: _____

5. Is the site subject to a zone change: Yes No If yes, date of zone change: _____

6. Is the site subject to an approved Grading Plan:
 Yes No If yes, date of Grading Plan: _____

7. Current Zoning of Property: _____

8. Area (acres): _____ or Number of Lots: _____

9. Current Owner: _____

Address: _____

_____ City _____ State _____ Zip Code

Phone Number: _____ Fax Number: _____

Email: _____

10. Applicant: _____

Address: _____

_____ City _____ State _____ Zip Code

Phone Number: _____ Fax Number: _____

Email: _____

11. Have you had a pre-application meeting with the BCPC staff: Yes No

12. Have you met or received preliminary approval from any of the following organizations/agencies (check all that apply):

Prior to construction of improvements, the applicant or subdivider is recommended to submit copies of the Improvement Plan to the appropriate organizations/agencies prior to approval by the Boone County Planning Commission.

- | | |
|---|---|
| <input type="checkbox"/> Boone County Public Works Department | <input type="checkbox"/> Kentucky Transportation Cabinet |
| <input type="checkbox"/> Boone County Water District | <input type="checkbox"/> Northern Kentucky Health Department |
| <input type="checkbox"/> Cincinnati Bell | <input type="checkbox"/> Owen Cooperative Electric, Inc. |
| <input type="checkbox"/> Cincinnati/Northern Kentucky International Airport (Kentucky Airport Zoning Commission for height restrictions near the airport) | <input type="checkbox"/> Sanitation District No. 1 |
| <input type="checkbox"/> Duke Energy | <input type="checkbox"/> USDA NRCS/Boone County Conservation District |
| <input type="checkbox"/> Florence Public Services Department | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Kentucky Division of Water | |

13. Subdivision Jurisdiction/Location (check all that apply):

- Unincorporated Boone Florence Walton Union

14. Review Fees

A. Boone County Planning Commission Review Fee

\$700.00 Flat fee for residential subdivisions
+ \$9.00 Per lot for single-family detached subdivisions or per unit for single-family Attached subdivisions
Revisions: 80% of the original fee

\$800.00 Flat fee for office, commercial, or industrial subdivisions
+ \$10.00 Per acre
Revisions: 80% of the original fee

Review Fee: _____

B. City/County Inspection Fee

Was a Grading Plan application submitted prior to this Improvement Plan application based upon the approved Preliminary Plat: Yes No

(1) If a Grading Plan was submitted:

Erosion, Sedimentation Control, Street and Storm Sewer (Florence Only – Water and Sanitary Sewer also included)

Lineal feet of street previously submitted through the Grading Review Process (feet): _____

Unincorporated Boone County and Cities of Union and Walton
Additional lineal feet of street, if any, being submitted at this time at Improvement Plan Review Process _____ x \$2.50 per lineal foot = \$ _____

City of Florence

Additional lineal feet of street, if any, being submitted at this time at Improvement Plan Review Process _____ x \$3.50 per lineal foot = \$ _____

Plus

Additional number of units/lots, if any, being submitted at this time at Improvement Plan Review Process

Attached Residential (\$50.00 per unit/lot)

Number of Units/Lots _____ x \$50.00 = \$ _____

Detached Residential (\$100.00 per unit/lot)

Number of Units/Lots _____ x \$100.00 = \$ _____

Commercial, Office, Industrial (\$150.00 per unit/lot)

Number of Units/Lots _____ x \$150.00 = \$ _____

(2) If a Grading Plan was not submitted:

Erosion, Sedimentation Control, Street and Storm Sewer (Florence Only – Water and Sanitary Sewer also included)

Unincorporated Boone County and Cities of Union and Walton

Plan Review Process _____ x \$2.50 per lineal foot = \$ _____

City of Florence

Plan Review Process _____ x \$3.50 per lineal foot = \$ _____

Plus

Additional number of units/lots, if any, being submitted at this time at Improvement Plan Review Process

Attached Residential (\$50.00 per unit/lot)

Number of Units/Lots _____ x \$50.00 = \$ _____

Detached Residential (\$100.00 per unit/lot)

Number of Units/Lots _____ x \$100.00 = \$ _____

Commercial, Office, Industrial (\$150.00 per unit/lot)

Number of Units/Lots _____ x \$150.00 = \$ _____

Plus

(3) Sidewalk Inspections (Non-Residential Subdivisions Only):

Lineal feet of sidewalk _____ x \$0.10 per lineal foot = \$ _____

(4) Driveway Aprons (Non-Residential Subdivisions Only):

Number of driveway aprons _____ x \$60.00 per lineal foot = \$ _____

(5) Total inspection fees for this phase/section of the Improvement Plan:

Total of B, 1 through B, 4 \$ _____

(6) Grand Total Due At This Time:

Total of A + B, 5 \$ _____

15. I, or we, understand and agree that all construction work will be performed in accordance with this application, the Boone County Zoning Regulations, and the Boone County Subdivision Regulations.

Property Owner's Signature: _____

Applicant's Signature: _____

SECTION B: (To be completed by Planning Commission staff)

1. Date Received: _____ Fee Received: _____ Receipt #: _____

2. Number of Copies Received: _____

3. Is application complete: Yes No

4. Copy of Application Form Given to Office Manager: Yes No

5. Staff Reviewer: _____

6. Staff Action: _____ Date of Action: _____

_____ Approved

_____ Approved with Conditions (see #7)

_____ Denial (See #8)

7. Conditions of Approval: _____

8. Reasons for Denial: _____

Boone County Planning Commission
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www.boonecountyky.org

TIME LIMIT WAIVER REQUEST
BOONE COUNTY PLANNING COMMISSION

**Waiver of 30 day time requirement by applicant
and property owner for final planning commission action**

SECTION A: (To be completed by applicant)

1. Name of Project: _____

2. Location of Project: _____

3. Current Owner: _____

Address: _____

_____ City _____ State _____ Zip Code

Phone Number: _____ Fax Number: _____

Email: _____

4. Applicant: _____

Address: _____

_____ City _____ State _____ Zip Code

Phone Number: _____ Fax Number: _____

Email: _____

We, the applicant(s) and property owner(s) for the above referenced Site Plan application, waive the thirty (30) day time frame for Planning Commission action required by Section 3003 of the Boone County Zoning Regulations for said application. This time limit waiver is considered effective immediately upon receipt and approval by the Boone County Planning Commission and expires on: _____

It is understood that if the revised plans which address all outstanding requirements are not submitted by this date, the application may be denied in accordance with Article 30 of the Boone County Zoning Regulations.

ORIGINAL Property Owner's Signature: _____
(Faxed, Photocopied or Scanned Signatures will **NOT** be Accepted)

ORIGINAL Applicant's Signature: _____
(Faxed, Photocopied or Scanned Signatures will **NOT** be Accepted)

SECTION B: (To be completed by Planning Commission staff)

1. Date Received: _____
2. Original Site Plan Application Date: _____
3. BCPC Time Waiver Action: _____
4. BCPC Time Waiver Action Date: _____

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