



## APPLICATION FOR UNIVERSITY DISTRICT SITE PLAN

Date Application Filed: \_\_\_\_\_

Public Hearing Date: \_\_\_\_\_

Pre-Application Meeting Date: \_\_\_\_\_

### APPLICANT(S) INFORMATION

1) APPLICANT/ORGANIZATION NAME: \_\_\_\_\_

2) PROPERTY OWNER(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_  
Cell Number: \_\_\_\_\_  
E-Mail Address: \_\_\_\_\_

3) RESIDENT REPRESENTATIVE/PRESIDENT: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_  
Cell Number: \_\_\_\_\_  
E-Mail Address: \_\_\_\_\_

4) HOUSING CORPORATION REPRESENTATIVE: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_  
Cell Number: \_\_\_\_\_  
E-Mail Address: \_\_\_\_\_

### PROPERTY AND PROPOSED DEVELOPMENT INFORMATION

Property Address: \_\_\_\_\_

PVA Parcel Number: \_\_\_\_\_ Acreage: \_\_\_\_\_

### SITE PLAN REQUIREMENTS:

- Site Plan, drawn to scale, indicating the location and uses proposed for any and all structures. The Site Plan should include all parking areas (including number of off-street parking spaces provided), landscaping, open space, fencing, signage and any other amenities or developments located upon the property.
- Detailed layout of the interior of the building. This layout should include the uses intended for various portions of the building and the number of students to be housed in the building, as well as in each individual room. The interior layout should also include the maximum number of persons permitted in common open areas, such as meetings rooms, counseling rooms, and dining rooms, based on Kentucky Building code occupancy load requirements capacity should also be included.

**SIGNATURES**

*These persons will be responsible for on-site compliance with the approved site plan and current monitoring plan and will be the contact person for local officials, the University, surrounding property owners and neighbors. A signature is sworn statement acknowledging responsibility and same shall constitute irrefutable presumption of responsibility hereunder.*

**PROPERTY OWNERS(S):**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

COMMONWEALTH OF KENTUCKY

COUNTY OF \_\_\_\_\_

Subscribed and sworn to before me by \_\_\_\_\_ on this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_

**HOUSING CORPORATION REPRESENTATIVE:**

\_\_\_\_\_  
Signature

COMMONWEALTH OF KENTUCKY

COUNTY OF \_\_\_\_\_

Subscribed and sworn to before me by \_\_\_\_\_ on this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_

**APPLICATION CHECKLIST**

- A Completed and Signed Application
- Site Plan
- Detailed Interior Layout
- Application Fees

**REQUIRED FILING FEES MUST BE PAID BEFORE ANY APPLICATION WILL BE ACCEPTED**

Application Fee: \_\_\_\_\_

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