



Louisville Metro Planning & Design Services

CATEGORY 2B SUBMITTAL REQUIREMENTS

JERRY E. ABRAMSON
MAYOR

CHARLES C. CASH, JR., AIA
DIRECTOR

All Submittals Must Be Submitted In Person To The Customer Service Counter

*****Category 2B's are not part of the new Case Management System unless there is a Variance or Waiver attached to the plan.*****

Applicant

PDS USE
ONLY

- | | | |
|-------|-------|--|
| _____ | _____ | 1. Completed Planning & Design Application <ul style="list-style-type: none"> • Owner's signature is not required • No Fee is required • Land Use Restriction is not required |
| _____ | _____ | 2. Development Information (DI) sheet (This can be obtained from www.lojic.org , click on Interactive Map, then Standard Information Map. Click on the green <i>i</i> on the left of your map, then click on your property.) |
| _____ | _____ | 3. Four (4) copies of the Development Plan. Stamps for Category 2B reviews are not required. |
| _____ | _____ | 4. One copy of elevation drawing (color is not required) |
| _____ | _____ | 5. If new outdoor lights are proposed for the development, information on lights shall be submitted with sufficient detail to show compliance with Chapter 4, Part 1 of the Land Development Code (LD&T may provide a time frame in which compliance with Chapter 4, Part 1 needs to be demonstrated). |
| _____ | _____ | 6. A Detailed letter of explanation outlining the proposal for the 2B Submittal |

Louisville Metro Planning & Design Services
444 South Fifth St.
Louisville, KY 40202

502-574-6230

Fax 502-574-8129



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Plans 24" x 36" must be folded accordion style into four sections then tri-folded (9" x 9" maximum) with the lower right corner shown.

All plans must include the following minimum information shown on the development plan.

Plan drawn to engineer's scale	Property lines with dimensions (new lots shall show bearings)
North arrow shown	Contour Lines shown on plan (relevant for new construction only)
Vicinity map shown	Existing and/or proposed structures shown and identified
Site Address	Required building setbacks with dimensions
Tax Block and Lot Number	Internal pedestrian walkways with dimensions and crosswalks delineated
Zoning of property	Existing and Proposed Sidewalks in right-of-way with dimensions
Zoning of adjacent properties	Location, ownership, Deed Book & Page # of adjacent property owners
Existing Use	Net and Gross acreage of site
Proposed Use	If residential, provide net & gross density, and number of dwelling units
Street names shown	Dimensions of drive lanes and point of ingress and egress
Off-street loading areas	Off-street parking including ADA parking spaces shown
Parking Calculations	Typical dimensions of parking spaces, aisles, and modules
Gross building footprint area	Right-of-way width total and from centerline shown
Gross floor area of buildings	Existing & proposed pavement edge & widths of abutting streets
ILA / VUA calculations	Accessory structures shown with required screening
Existing tree masses	Adjacent entrances with pavement widths
Height of structures	Landscape buffer areas in accordance with Chapter 10 of the LDC
Freestanding Signs – existing	Form District and Form District boundaries if nearby
Freestanding Signs – proposed	Form District transition zone shown if required by regulation
Plan Date	Existing sanitary sewer locations
Revision Date Box	Proposed sanitary sewer connections
Owner name and address	Drainage flow arrows
Legend	100 year floodplain (if applicable)

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For Staff Use Only

Date: _____ Staff: _____ Case #: _____

Do not accept application if required materials are not submitted.

- _____ 7. **If the above information and material are submitted**, enter information into Hansen.
- APPLICATION TYPE IS LUAPP
 - Work type is CHECK STATUS AND NEXT STAGE FOR ALL REQUIRED INFORMATION
 - Customer cannot proceed to check-out until Customer Service **APPROVAL** is confirmed
- _____ 8. Print Case number on the top center of check in red ink.
- _____ 9. Stamp the date received on each page of all materials submitted (**Except LUR form**).
- _____ 10. Clip material together and put it in the In-Coming Application Tray.

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