



Louisville Metro Planning & Design Services

REPLANTING PLAN SUBMITTAL REQUIREMENTS

JERRY E. ABRAMSON
MAYOR

CHARLES C. CASH, JR.,
DIRECTOR

For Staff Use Only

Date: _____ Staff: _____ Case #: _____

Do not accept application if required materials are not submitted

- _____ 6. If the above information and material are submitted enter into Hansen to obtain a Case number
- _____ 7. Put the Case # on the top center of the check, stamp the back with the endorsement stamp and put it in envelope in the file cabinet
- _____ 8. Stamp the date received on each page of all materials submitted.
- _____ 9. Write the docket number in **RED** in the lower right hand corner of each page.
- _____ 10. Clip material together and put it in the In-Coming Application Tray.

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