

APPLICATION FORM

**IMPROVEMENT PLAN REVIEW**  
**BOONE COUNTY PLANNING COMMISSION**

**SEVEN (7) COPIES OF SUBMITTED DRAWINGS 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 AND A COMPLETED APPLICATION FORM.**

(See Boone County Subdivision Regulations)

**SECTION A** (To be completed by applicant)

1. Name of Subdivision \_\_\_\_\_  
Phase/Section No. \_\_\_\_\_
2. Street Location of Subdivision \_\_\_\_\_
3. Preliminary Plat Approval Date \_\_\_\_\_
4. Is the site subject to a zone change? \_\_\_\_\_  
If yes, date of zone change \_\_\_\_\_
5. Is the site subject to an approved Grading Plan? \_\_\_\_\_  
If yes, date of Grading Plan \_\_\_\_\_
6. Current zoning on property \_\_\_\_\_
7. Area in acres \_\_\_\_\_ Number of Lots \_\_\_\_\_
8. Owner of property \_\_\_\_\_  
Address of Property Owner \_\_\_\_\_  
\_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_
9. Name of Project Applicant \_\_\_\_\_
10. Address of Applicant \_\_\_\_\_  
\_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_
11. Have you had a pre-application meeting with BCPC Staff? \_\_\_\_\_
12. Prior to construction of improvements, the applicant or subdivider is recommended to submit copies of the Improvement Plan to the appropriate organization/agencies prior to approval by the Boone County Planning Commission.

Have you met or received preliminary approval from any of the following organizations/agencies? (check the appropriate organizations/agencies and answer either yes, no or n/a)

- \_\_\_\_\_ Boone County Water District
- \_\_\_\_\_ Florence Public Services Dept.
- \_\_\_\_\_ Duke Energy
- \_\_\_\_\_ Sanitation District #1

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- \_\_\_\_\_ Cincinnati Bell
- \_\_\_\_\_ Owen Cooperative Electric, Inc.
- \_\_\_\_\_ Boone County Public Works Department
- \_\_\_\_\_ Kentucky Transportation Cabinet
- \_\_\_\_\_ Cincinnati/N. KY International Airport (KY Airport Zoning Commission for height restrictions near the airport)
- \_\_\_\_\_ Boone County Building Department
- \_\_\_\_\_ Northern Kentucky Health Department
- \_\_\_\_\_ USDA NRCS/Boone County Conservation District
- \_\_\_\_\_ KY Division of Water
- \_\_\_\_\_ Other: \_\_\_\_\_

**13. Boone County Planning Commission Review Fee**

- (a) \$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 (a) \$ \_\_\_\_\_**

**City/County Inspection Fee**

- (b) Was a Grading Plan Application Submitted Prior to this Improvement Plan Application based upon the approved Preliminary Plat? \_\_\_\_\_ Yes \_\_\_\_\_ No

\*\*\*\*\*

**IF A GRADING PLAN WAS SUBMITTED:**

\_\_\_\_\_ Erosion, Sedimentation Control, Street & Storm Sewer (Florence Only - Water and Sanitary Sewer also Included)

Lineal feet of Street previously submitted through Grading Plan Review Process  
\_\_\_\_\_ ft.

***Unincorporated Boone County and Cities of Union & Walton***

Additional lineal feet of street, **if any**, being submitted at this time at Improvement Plan Review Process \_\_\_\_\_ X \$2.50 per lineal foot = \$ \_\_\_\_\_ (total fee)

***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 = \$ \_\_\_\_\_ (total fee)

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**PLUS**

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

*Attached Residential (\$50.00 per Unit)*

# Units \_\_\_\_\_ X \$50.00 = \$ \_\_\_\_\_

*Detached Residential (\$100.00 per Lot)*

# Lots \_\_\_\_\_ X \$100.00 = \$ \_\_\_\_\_

*Commercial/Industrial/Office (\$150.00 per Lot)*

# Lots \_\_\_\_\_ X \$150.00 = \$ \_\_\_\_\_

**IF A GRADING PLAN WAS NOT SUBMITTED:**

Erosion, Sedimentation Control, Street & Storm Sewer (Florence Only - Water and Sanitary Sewer also Included)

***Unincorporated Boone County and Cities of Union & Walton***

Lineal feet of Street \_\_\_\_\_ X \$2.50 per lineal foot = \$ \_\_\_\_\_ (total fee)

***City of Florence***

Lineal feet of Street \_\_\_\_\_ X \$3.50 per lineal foot = \$ \_\_\_\_\_ (total fee)

**PLUS**

*Attached Residential (\$50.00 per Unit)*

# Units \_\_\_\_\_ X \$50.00 = \$ \_\_\_\_\_

*Detached Residential (\$100.00 per Lot)*

# Lots \_\_\_\_\_ X \$100.00 = \$ \_\_\_\_\_

*Commercial/Industrial/Office (\$150.00 per Lot)*

# Lots \_\_\_\_\_ X \$150.00 = \$ \_\_\_\_\_

**PLUS**

- (c) Sidewalk Inspections (Non-Residential Subdivisions Only)

Lineal Feet of Sidewalk \_\_\_\_\_ X \$0.10 per lineal foot of Sidewalk =  
\$ \_\_\_\_\_ (total fee)

- (d) Driveway Aprons (Non-Residential Subdivisions Only)

Number of Driveway Aprons \_\_\_\_\_ X \$60.00 per driveway apron =  
\$ \_\_\_\_\_ (total fee)

**(over)**

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(e) **Total Inspection Fees for this Phase/Section of Improvement Plan:**  
(Total b thru d) \_\_\_\_\_ \$ \_\_\_\_\_

(f) **Grand Total Due at this Time (a + e)** \$ \_\_\_\_\_

14. Subdivision Jurisdiction/Location

\_\_\_\_\_ Unincorporated Boone County                      \_\_\_\_\_ Walton  
\_\_\_\_\_ Florence    \_\_\_\_\_ Union

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.

**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 BCPC Staff)

1. Date Received \_\_\_\_\_
2. Fee Received \_\_\_\_\_
3. Number of copies Received\*\* \_\_\_\_\_
4. Is application complete? \_\_\_\_\_ YES \_\_\_\_\_ NO
5. Copy of application form given to Office Manager?  
\_\_\_\_\_ YES \_\_\_\_\_ NO
6. Staff Reviewer \_\_\_\_\_
7. Staff and Committee Recommendation:  
Approval \_\_\_\_\_  
Denial \_\_\_\_\_  
Reasons for Denial: \_\_\_\_\_  
\_\_\_\_\_
8. Staff Reviewer's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Boone County Planning Commission  
Boone County Administration Building  
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