

- Certificate of Site Approval -

(Please Print or Type)

_____ Date

Department of Planning
City Hall
PO Box 2267
Paducah, KY 42002-2267

For Office Use Only	
<input type="checkbox"/> Application	Date Stamp
<input type="checkbox"/> Pre-App Conf _____	
<input type="checkbox"/> Copies	
<input type="checkbox"/> Fee	
<input type="checkbox"/> Public Hearing _____	

Commission Members:

An application is hereby made to the Paducah Planning Commission pursuant to Sections 126-114 (1) b and 126-121 (1) of the Paducah Zoning Ordinance for a Certificate of Site Approval in the NCCZ or A-1 Zones.

The property is located at: _____

Zoning Classification: _____

Title to said property is vested in: _____

_____ Name

_____ Address

_____ Phone Number

_____ E-mail

Owner Leasee Tenant

General description of each modification _____

Do all drawings, materials and samples along with other items required by the Paducah Planning Commission guidelines accompany this application? (see directions on page 3)

If not, explain _____

Is there an application relevant to this property and the subject modifications or improvements pending or being contemplated before the Paducah Planning Commission or City Commission? _____

If so, specify _____

Is there any approval pending any other regulatory or administrative authority which may have a bearing on the modifications or improvements which are the subject of this application such as a correction notice from the Department of Fire Prevention?

If so, specify _____

Failing to provide the required elements listed in the application and on the application instructions may result in a delay of the hearing for all or part of the application. The Planning Department reserves the right to not process incomplete applications.

Before any work can proceed, applicable building permits must be obtained from the Department of Fire Prevention.

Ten (10) copies of the proposed development plan showing pertinent information are included herewith.

Very truly yours,

Signature

CERTIFICATE OF SITE APPROVAL

APPLICATION INSTRUCTIONS

Plans for site layout shall be approved by the Paducah Planning Commission and it may require changes as may be deemed necessary or desirable to insure proper design standards, to minimize traffic difficulties, to safeguard adjacent properties and to preserve the intent of the Neighborhood Commercial Corridor and Civic Center Zones.

All Applications for new site development must be accompanied by the following:

1. Current photography of the property showing its present condition.
2. Physical samples of all materials, items or devices to be installed accurately showing color, texture and scale.
3. Layout or site plan of the property showing all existing and proposed improvements.
4. Elevations drawn to scale of all sides showing complete architectural details and all exterior equipment and appurtenances located on the roof, walls and ground. All existing and proposed materials and finishes shall be identified, noted on the elevation and keyed to photographs.

The Planning Commission meets regularly on the 1st & 3rd Monday of each month. The deadline for applications is three weeks prior to the meeting.