

For questions and clarification, please call the PDSKC Planning & Zoning Department at (859) 331-8980.

**All required items must be submitted by the applicant.**

#### STAGE II DEVELOPMENT PLAN

Completed signed application and fee: **FY26 APPLICATION FEE IS \$681.00**

A legal description of the subject property – *This can be either a Metes and Bounds survey or a copy of the deed*

A letter from the property owners authorizing the applicant to submit the application on their behalf (If applicable)

1 electronic copy of the site/development plan *which meets the requirements of the local zoning ordinance* should be emailed to [kcpc@pdskc.org](mailto:kcpc@pdskc.org)

***Make checks payable to "KCPC" or you may call the PDS office to pay by credit card over the phone.***

***\*\*\*A \$25.00 NSF fee will be charged for all returned checks\*\*\****

APPLICANT INFORMATION	NAME:
	ADDRESS:
	CITY: STATE: ZIP:
	PHONE: EMAIL:
OWNER INFORMATION (If different from applicant)	NAME:
	ADDRESS:
	CITY: STATE: ZIP:
	PHONE: EMAIL:
PROPERTY LOCATION	PIDN:
	ADDRESS:
JURISDICTION WHERE PROJECT IS LOCATED:	
PLAN REVIEW CONSIDERATIONS	PRESENT ZONING DESIGNATION
	PHASE
	DESCRIPTION OF REQUEST:

The foregoing information and attachments are true and accurate to the best of my knowledge.

Date

Signature of Applicant

Print Name