

**CONVEYANCE PLAT REVIEW
BOONE COUNTY PLANNING COMMISSION**

THREE (3) COPIES OF SUBMITTED PLAT ARE REQUIRED

(See Boone County Subdivision Regulations)

SECTION A (To be completed by applicant)

1. Name of Site/Subdivision _____
2. Location of Subdivision _____
3. Area in Acres _____ Number of Lots _____
4. Owner of Property _____
5. Address of Property Owner _____

City State Zip

6. Name of Applicant _____
7. Address of Applicant _____

City State Zip

Phone No. _____

FAX No. _____

8. Current Zoning on Property _____
9. Deed Book _____ Page No. _____ Group No. _____
10. Is the site subject to a Conditional Use Permit _____
Variance _____ Zone Change _____: If so, give date _____

11. Site Jurisdiction/Location
 Unincorporated Boone County Walton
 Florence Union

12. Review Fee - \$250.00 (for each reviewed lot)

13. This conveyance of land may require the dedication of additional street right-of-way. A waiver of this regulation or requirement is possible (see Boone County Subdivision Regulations).

14. I, or we, understand that the submitted plat will meet the requirements of the Boone County Subdivision Regulations.

ORIGINAL Property Owners Signature _____
(Faxed, Photocopied or Scanned Signatures will **NOT** be Accepted)

ORIGINAL Applicant's Signature _____
(Faxed, Photocopied or Scanned Signatures will **NOT** be Accepted)

NOTE: (If the surveyor wants their original drawing [e.g. mylar, transparency, tracing paper or vellum] signed by an officer of the Boone County Planning Commission, then it may also be submitted in addition to the three copies.)

(over)

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SECTION B (To be completed by the BCPC Staff)

1. Date Received _____
2. Review Fee _____
3. Number of Copies Received _____
4. Is application complete? _____ Yes _____ No
5. Staff Reviewer _____
6. Staff Recommendation:
 _____ Approval
 _____ Approved with Conditions (see #10)
 _____ Denial (see #11)
7. Staff Reviewer's Signature _____
8. Date of Officer's Signature _____
9. Date Applicant Picks up copies _____
10. Changes as Noted: _____

11. Reasons for Denial: _____

Boone County Planning Commission
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P.O. Box 958
Burlington, Kentucky 41005
(859) 334-2196 - Phone
(859) 334-2264 - Fax
plancom@boonecountyky.org - E-Mail
www.boonecountyky.org - Web Page

NOTE: See Boone County Planning Commission Fee Schedule for Conveyance Plat Review Fee. An application consists of all fees paid in full, submitted drawings and a complete application form.

Approval, Approval with Conditions, or Disapproval shall occur within ten (10) working days from the date of submittal - Once reviewed and approved by Staff, the Chairman, Vice-Chairman or Secretary/Treasurer of the Boone County Planning Commission will sign the approved copies.

