



## **PDR Housing and Farm Infrastructure Request Form**

### **Instructions:**

- A separate form shall be completed for each individual building, structure, expansion, addition, new road or paving.
- No application shall be considered complete until this form and the following information have been provided:
  - Architectural drawings of the requested structure and/or expansion.
  - Photo(s) of any structure to be demolished.
  - An aerial map of the farm showing the location of the proposed construction, demolition, and/or pavement.
- Please submit your application to Beth Overman at [coverman@lexingtonky.gov](mailto:coverman@lexingtonky.gov)

### **Additional Information:**

- The PDR staff will notify you via email when your application is received.
- The majority of requests require the approval of the Rural Land Management Board. The Board generally meets monthly and is currently meeting via Zoom due to the Covid-19 pandemic.
- It is recommended that the landowner or their representative participate in the meeting in case there are questions. The Board generally makes a decision the same day they hear the request.
- Following the meeting, the PDR staff will notify the Division of Building Inspection of the Board's decision and provide them with the approved square footage and dimensions, so it is important the items submitted to each Division are consistent.
- If the size of any approved structure, expansion, or paving increases after the approval of the Rural Land Management Board, you will need to notify the PDR staff so a determination can be made as to whether the amended approval of the Rural Land Management Board is required.

### **Fayette County Zoning Information for the A-R Zone (Agricultural-Rural):**

- Zoning Ordinance: Article 1: Accessory structure or use: No accessory structure can be constructed on a lot before a principal structure. *Note: A principal structure is a primary residence. This does not apply to barns as some farms have barns but no residences.*
- Zoning Ordinance: Article 3-1(e): There shall be no more than one (1) principal structure and its accessory structures on any lot or parcel of land in an agricultural zone.



**Applicant Information:**

Date of Application: \_\_\_\_\_

Farm Address: \_\_\_\_\_

Farm Owner(s): \_\_\_\_\_

Farm Acreage: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contact Person's Cell No.: \_\_\_\_\_

Contact Person's Email: \_\_\_\_\_

**Information for Request (Mark n/a if does not apply):**

1. Number of Existing Residences (Specify primary residence or tenant house):

\_\_\_\_\_

2. Number of Existing Barns:

\_\_\_\_\_

3. List of other Farm Buildings (Riding Arena, Farm Office, Machine Shop, Sheds, etc.):

\_\_\_\_\_

\_\_\_\_\_

4. Demolition Requested (List buildings & reason the demolition is desired):

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5. New Agricultural Building Requested including Barns, Riding Arenas, a Farm Office, etc. (Specify type, total square footage, and footprint dimensions):

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6. Though many barns and sheds do not require permits from the Division of Building Inspection, agricultural buildings that will be used for permitted commercial uses and/or visited by members of the public such as a farm office or a riding arena where lessons will be given, most often do require a permit. Please specify whether the building you are requesting will be used by others.

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7. New Residence Requested (Specify the following: primary residence or tenant house, total square footage including porches, decks, attached garage, etc.; and the footprint dimensions):

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8. Reason New Residence is Needed (Example: no primary residence exists, tenant house needed for farm worker, etc.):

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9. Expansion and/or Addition to Existing Residence: (Specify which residence you wish to expand and the reason, i.e. first floor master, swimming pool, pool house, etc.)

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10. Existing and Proposed Square Footage, and Footprint, of Residence to be Expanded:  
(Dimensions of detached structures such as pools may also be listed here)

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11. Paving Requested (Y/N): (Include reason for paving & amount)

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12. Expected Project Start Date: \_\_\_\_\_

***Note:** If the Board approves the request, the proposed work shall be commenced within one hundred eighty (180) days of approval. For any construction not pursued in good faith within one hundred eighty (180) days, the landowner(s) shall ask the Board for an extension of time for one or more extensions, not to exceed one hundred eighty (180) days each. The request for an extension shall be in writing and justifiable cause demonstrated. Any approval not underway within the one hundred eighty (180) days after the date of the original Board approval, shall be deemed to have been abandoned and such approval shall be null and void.*

13. Expected Project Completion Date: \_\_\_\_\_

***Note:** The item requested shall be completed within eighteen (18) months from the date of approval and comply with all applicable codes and ordinances.*



**To be completed by the PDR Staff:**

Farm Number: \_\_\_\_\_

Date of Easement: \_\_\_\_\_

Owner(s) at Time of Easement: \_\_\_\_\_

Federal Easement (Y/N): \_\_\_\_\_

Impervious Surface Limit (Y/N): \_\_\_\_\_

Existing Impervious Surfaces per GIS: \_\_\_\_\_

Impervious Surface Increase per GIS: \_\_\_\_\_

Building Envelope Map (Y/N): \_\_\_\_\_

Protected Structures/Areas: \_\_\_\_\_

\_\_\_\_\_

Permitted/Prohibited Use:  
(Cite easement language)

\_\_\_\_\_

\_\_\_\_\_

Architectural Drawings Submitted: \_\_\_\_\_

Aerial Site Map Submitted: \_\_\_\_\_

Photos Submitted if Required: \_\_\_\_\_

Staff Recommendation: \_\_\_\_\_

Board Chair Recommendation:  
(If staff/chair approval allowed)

Conservationist Recommendation:  
(If federal easement):

Law Dept. Recommendation:  
(If needed for special situation)

Board Approval Required (Y/N): \_\_\_\_\_

Date of Board Meeting: \_\_\_\_\_

Board Determination: \_\_\_\_\_  
\_\_\_\_\_

Date of 180 Day Deadline: \_\_\_\_\_

Building Permit Required (Y/N): \_\_\_\_\_

Date Approval forwarded to  
Division of Building Inspection: \_\_\_\_\_

Other Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_