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 eoverman@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):

____________________________________________________________________________

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

____________________________________________________________________________

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.

____________________________________________________________________________

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):

____________________________________________________________________________

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

____________________________________________________________________________
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.)


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)


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


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: _________________________________________

___________________________________________________

___________________________________________________