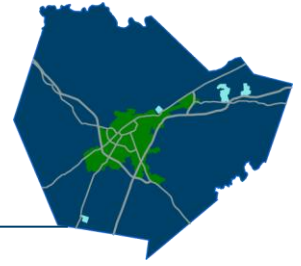


APPLICATION FOR UNIVERSITY DISTRICT MONITORING PLAN



Date Application Filed: _____ Public Hearing Date: _____

APPLICANT(S) INFORMATION

1) APPLICANT/ORGANIZATION NAME: _____

2) PROPERTY OWNER(S): _____

Mailing Address: _____ Phone Number: _____

Cell Number: _____

E-Mail Address: _____

3) HOUSING CORPORATION REPRESENTATIVE: _____

Mailing Address: _____ Phone Number: _____

Cell Number: _____

E-Mail Address: _____

4) NATIONAL ORGANIZATION: _____

Mailing Address: _____ Phone Number: _____

Cell Number: _____

E-Mail Address: _____

PROPERTY AND PROPOSED DEVELOPMENT INFORMATION

Property Address: _____

SITE PLAN REQUIREMENTS:

- Site Plan, drawn to scale, indicating the location and uses proposed for any and all structures. The Site Plan should include all parking areas (including number of off-street parking spaces provided), landscaping, open space, fencing, signage and any other amenities or developments located upon the property.
- Detailed layout of the interior of the building. This layout should include the uses intended for various portions of the building and the number of students to be housed in the building, as well as in each individual room. The interior layout should also include the maximum number of persons permitted in common open areas, such as meetings rooms, counseling rooms, and dining rooms, based on Kentucky Building code occupancy load requirements capacity should also be included.

SIGNATURES

These persons will be responsible for on-site compliance with the approved site plan and current monitoring plan and will be the contact person for local officials, the University, surrounding property owners and neighbors. A signature is sworn statement acknowledging responsibility and same shall constitute irrefutable presumption of responsibility hereunder. Such persons further grant permission to the City-County Planning Commission to release all information associated with this application, including contact information, if requested by way of official public records inspection request form. Please attach additional signature pages if needed.

PROPERTY OWNERS(S):

Signature

Signature

HOUSING CORPORATION REPRESENTATIVE(S):

Signature

Signature

APPLICATION CHECKLIST

All organizations are required to submit all documentation included with the re-certification, including corrections to building and fire violations to the Warren County Planning Commission by the deadlines specified in the annual recertification memo.

- A completed and signed application
- Written policy with regard to property maintenance and exterior condition. Policy should include:
 - How often the lawn will be mowed; and
 - When the trash will be picked up, how often dumpsters are emptied, etc.
- Letters of compliance with all fire, building and maintenance codes from the Fire Marshal and Building Inspector
- \$50 Recertification Fee*

*An additional fee may be required when recertification items are deemed deficient and the University District Review Committee has to reconvene after the August meeting in order to certify your organization. Checks are payable to CCPC.

REQUIRED FILING FEES MUST BE PAID BEFORE ANY APPLICATION WILL BE ACCEPTED

Application Fee: _____

Date Fees Received: _____

RETURN THIS COMPLETED APPLICATION AND ALL ATTACHMENTS TO:

University District Review Committee
City-County Planning Commission
922 State Street, Suite 200
Bowling Green, KY 42101

If you have any questions, please contact the Planning Commission office at (270) 842-1953.