



ZONING MAP AMENDMENT PROCEDURES

Louisville Metro Planning & Design Services

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PRE-APPLICATION

DAY 1 Pre-Application Submitted



- Deadlines are Mondays at 2:00 p.m.
- Fee due
- Optional Pre-App Meeting (encouraged for new applicants)
- Send early notification

DAY 17 Agency comments sent to applicant

- Comments should be finalized 17 days after the deadline (Wednesdays) and can be accessed online

DAY 27 Neighborhood Meeting held



- Informative meeting held by applicant

DAY 28 Formal Application submitted



- Deadlines are Mondays at 2:00 p.m.
- Fees due for initial application
- Application materials can be found online at the PDS website

DAY 44 Agency comments sent to applicant

- All agency comments must be addressed to proceed to the public hearing process
- If necessary, all resubmittals are subject to the Monday deadline at 2:00

Resubmittals

DAY 59 LD&T Meeting held



- LD&T held on 2nd and 4th Thursdays of the month
- 14-day notice required to 1st and 2nd tier adjoining property owners

DAY 78 Public Hearing held



- Planning Commission held on 1st and 3rd Thursdays of the month
- Notices required: 14-day notice to 1st and 2nd tier adjoining property owners; signs posted on site; newspaper legal ad **to be paid by applicant (\$)**

DAY 92 Public Hearing Minutes approved

- Minutes of the meeting approved at the following Planning Commission hearing
- Approved minutes transmitted to appropriate Legislative Body

DAY 112 Decision approved by Legislative Body

Legislative approval is outside of the department's process

- See applicable Legislative Body for details of its process

Note: Days represent the minimum amount of time to complete the process. Various factors often increase the amount of time it takes to receive a zoning map amendment.

Requests for Zoning Map Amendments are public record and available for review. For details regarding a specific application contact the case manager.

