

REVIEW OF RESIDENTIAL IN AG APPLICATION PACKET



Boone County Area Plan Commission

Per the Zoning Ordinance, single-family homes outside of a platted subdivision are considered a “restricted use” in the Agriculture (AG) District. They require a thorough preliminary review by the Technical Advisory Committee (TAC) before an application for a building permit will be accepted. This application packet is for the purpose of that preliminary review.

Step 1: Pre-Application Review.

Pre-Application review is required for all applications. Please email your entire draft application, forms, and attachments by the Pre-App Review date on the Application Schedule to the Executive Director at nschell@co.boone.in.us. Be sure to note “Application for Review of Residential in AG” in the subject line along with the applicant’s last name. Questions can be sent to this email or call (765) 482-3821.

Step 2: Completing the Filing Application.

You will receive an email confirmation when your application is deemed “complete” and you are ready to complete the filing of the application. This email will include instructions for making an appointment to complete the filing and schedule the Technical Advisory Committee Meeting (TAC). Filings submitted or completed after the posted submittal deadline may be placed on the application cycle for the next regular meeting. Questions about completing the filing of the application can be directed to the Administrative Assistant at (765) 482-3821 or aelliott@co.boone.in.us.

At this time our office can only accept payment by cash or checks made out to the Boone County Treasurer. Our office will never request payment by wire transfer.

Step 3: Submittal Checklist.

All materials must be submitted electronically in the format shown. If items on the checklist are sent in separate PDFs they must include a file name that corresponds to the checklist item. Image files will not be accepted (jpg, tiff, etc.). (For example: 02 Application.pdf; 04 Aerial Map.pdf; 06 Narrative.pdf; etc.).

- 1) **Application Form** - All items must be fully completed and signed by the applicant(s).
- 2) **County Location Map** - Using the map on page 4 of this packet, indicate where the property is generally located in the county with a star.
- 3) **Aerial Map of Site** - Provide an aerial map of the subject parcel formatted for 8 ½” x 11” in size, showing a close-up of the site and all adjacent properties. The map can be obtained from Google Maps, Boone County GIS, or other similar aerial mapping programs. Be sure to outline the subject parcel.
- 4) **Conceptual Site Plan** - Submit a basic site plan formatted for 8 ½” x 11” in size, showing the basic layout of your proposed home site. Include proposed home location, any accessory structures, septic system, well, and driveway.
- 5) **Narrative** - Provide a detailed narrative describing the nature of the application, the size of the lot, the desired land use, the details of the proposed development, and the expected timeline for permits and construction.
- 6) **Deed** - This is evidence of property ownership as well as any restrictions associated with the property. The deed can be obtained from the Boone County Recorder’s Office

2026 Application Schedule

The following table depicts the deadlines for submitting your application for review.

Pre-App Review	Filing Completion	TAC Meeting
Dec 19, 2025	Dec 29, 2025	Jan 7
Jan 16	Jan 23	Feb 4
Feb 13	Feb 20	Mar 4
Mar 13	Mar 20	Apr 1
Apr 17	Apr 24	May 6
May 15	May 22	Jun 3
Jun 12	Jun 18	Jul 1
Jul 17	Jul 24	Aug 5
Aug 14	Aug 21	Sep 2
Sep 18	Sep 25	Oct 7
Oct 16	Oct 23	Nov 4

- **Pre-App Review** - See “STEP 1” on page 1 of this application packet.
- **Filing Completion** - See “STEP 2” on page 1 of this application packet. During your Filing Completion appointment, Staff will provide you with the appointment date and time for the TAC meeting.
- **TAC Meeting** - The Technical Advisory Committee (TAC) Meetings are held at the APC Office, 116 W Washington Street, Room 101, Lebanon, IN 46052, (765) 482-3821. After the meeting, you will be given written comments and requirements that will be applicable to applying for your building permit.

For Office Use Only

File # _____

Review of Residential in AG



This application is being submitted for:

- A lot or parcel that already exists
- A new lot that has yet to be created

Applicant Info

Name	
Street Address	
City, State, Zip	
Primary Contact Person regarding this petition	
Phone	E-Mail

Property Owner

Name	
Street Address	
City, State, Zip	
Phone	E-Mail

Premises Affected

10-digit County Parcel Number	Acreage			
Approximate address				
Township				
Flood Zone on Site?				
Zoning of Adjacent Properties	North:	South:	East:	West:

Notarization

The above information and attached exhibits, to my knowledge and belief, are true and correct.

Signature of Applicant	
Notary Public's Name (printed)	Signature of Notary
My Commission Expires State County	Subscribed and sworn to before me this ____ day of _____, 20_____.

Residential in AG Application Narrative and History

Provide a detailed narrative describing the nature of the application, the history of lot splits, the desired land use, and the details of the proposed development including information such as number of lots, hours of operation, number of employees, anticipated traffic generation, and the dates/details of previous construction/permits if applicable. Also include a bulleted statement of the history of the project (rezoning, platting, amendments, other approvals, etc.)

Narrative

History of the Project

Provide additional sheets if needed.

County Location Map

Add a  to this map indicating the general area where the subject property is located.

