



**Application For A Planned Development District - Preliminary**  
Pursuant to Codified Ordinance 1137.11

- I. The preliminary plan application is to be filed with the Department of Administration located in the City Administration building, 1791 Harshman Road.
- II. Application fees shall be as follows:
  - A. Preliminary plan - \$150.00  
**Each application shall be accompanied by the appropriate fee.**
- III. The purpose of the preliminary plan is to show, all the facts which may enable the Planning Commission to determine whether the proposed layout of the land is satisfactory from the standpoint of public interest. The plan shall be prepared by a registered surveyor or engineer and shall conform to the "Minimum Standards for Boundary Surveys in the State of Ohio".
- IV. Attach ten (10) copies of proposed preliminary development plan at a scale acceptable to the Planning Commission and one eight and one-half inch by eleven inch (8 ½" x 11") Photostat of the preliminary plan to include in text and map form:
  - A. A survey of the tract that is to be developed showing existing features of the property including streets, alleys, easements, utility lines, existing land use, general topography and physical features.
  - B. A preliminary site plan showing the approximate areas and arrangement of the proposed uses, the distance between structures and the boundary of the site, proposed maximum heights of structures, the relationship of abutting land uses and zoning districts, proposed lots and blocks if any, proposed public or common open space, if any, including parks, playgrounds, school sites and recreational facilities, proposed access points, proposed parking and drives, and proposed utility improvements and/or extension. Proposed landscaping and buffers proposed for the perimeter of the development shall also be indicated.
  - C. Evidence that the applicant has sufficient control over the tract to effect the proposed plan, including a statement of all the ownership and beneficial interests in the tract of land and the proposed planned development.
  - D. In the case of residential planned development, the proposed density to which the development shall be limited a statement of the total number of dwelling units or other housing units proposed for the site, and the total number of such units by type.
  - E. In the case of an office, business, or industrial planned development, a statement identifying the principal permitted uses that are to be included in the proposed development. Such statement may indicate such uses by zoning district category as they are permitted in Codified Ordinance 1137.11 and may specifically state certain uses are not to be included.
- V. Within thirty-five days from the receipt of the proposed preliminary development plan, the Planning Commission shall transmit its recommendations to the Council and to the applicant. Upon receipt of report the council shall schedule a public hearing.



## Planned Development District Preliminary Plan Application

OFFICIAL USE ONLY	
Permit No.	
Date	

**Applicant Name:** \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Numbers(s): \_\_\_\_\_ E-mail: \_\_\_\_\_

**Applicant is the:**  Owner  Lessee  Optionee  Contractor/Architect

**Property Owner's Name:** (If different from applicant): \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Numbers(s): \_\_\_\_\_ E-mail: \_\_\_\_\_

**Local Agent:** \_\_\_\_\_ Phone: \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip Code

**Engineer:** \_\_\_\_\_ Phone: \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip Code

**Land Surveyor:** \_\_\_\_\_ Phone: \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip Code

**Attorney(s):** \_\_\_\_\_ Phone: \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip Code

**Development Information**

Street Address (if applicable) \_\_\_\_\_

Parcel Lot No(s). \_\_\_\_\_ Current Zoning \_\_\_\_\_

Postal Zip Code \_\_\_\_\_ School District(s) \_\_\_\_\_ Total Acreage \_\_\_\_\_

Zoning District Amendment Request (if applicable) \_\_\_\_\_

Has the Board of Zoning Appeals granted a variance or conditional use concerning this property directly related to this request?

Yes  No

If so, list case no. and name \_\_\_\_\_

Have any changes been made since this plan was last before the Board?  Yes  No

If so, describe \_\_\_\_\_

