

**Planning Commission Hearing Request:  
Major Subdivision**

**Planning & Zoning Department  
100 Dayton St, 2nd Floor  
Yellow Springs, OH 45387  
Office: (937) 767-1702   
Fax: (937)767-3720**

[FOR OFFICE USE ONLY]

**Case #:** \_\_\_\_\_\_\_\_\_\_\_\_\_  
**Hearing Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_

**Applicant Information**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Property Address:** |  | | | | |
| **Property Owner:** |  | **Phone:** |  | **Email:** |  |
| **Applicant Name:** |  | **Phone:** |  | **Email:** |  |
| **Mailing Address:** |  | | | | |

**Project Information**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Subdivision Name:** |  | | | |
| **Greene Co Parcel #:** |  | **Total Acreage:** |  | |
| **Zoning District:** |  | **Total Number of Lots after subdivision:** | |  |

**Storm water Mitigation Plan Attached (Required):**  **Site Plan Attached (Required):**

Subdivision approval process shall be as stipulated in Chapter 12226 and Ohio Revised Code 711.

**SEE THE REVERSE FOR SITE PLAN CHECKLIST**

I hereby certify, under penalty of perjury, that all the information provided on this application is true and correct.

|  |  |  |  |
| --- | --- | --- | --- |
| **Applicant Signature:** |  | **Date:** |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **FOR OFFICE USE ONLY** | | | | | | | | |
| **Preliminary Plat** | | | | | | | | |
| **Date filed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Planning Commission Hearing Date:** | |  | | | **Zoning District:** |  | |
| **Fee\* $\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | \*$200 + a deposit bond equal to 4% of est. development costs | | | | | | Paid | |
| **PC Action Taken** | Approved  | Denied  | Modification  | None | | | | | | | |
| **Final Plat** | | | | | | | | |
| **Date filed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Planning Commission Hearing Date:** | |  | | | **Zoning District:** |  | |
|  | **Number of Lots:** | | | | | | | |
| **Fee\*\* $\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | \*\*Number of lots x $20 + $100 + a deposit bond equal to 4% of est. development costs | | | | | | | Paid |
| **PC Action Taken** | Approved  | Denied  | Modification  | None | | | | | | | |
| **Village Council Hearing Date:** |  | Action Date: | | | Ordinance Number: | | | |
| **Council Action Taken** | Approved  | Denied  | Modification  | None | | | | | | | |
|  |  | | |  | | | | |
|  | Zoning Official Name and Title | | | Date | | | | |



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**Site Plan Checklist**

Please ensure that the site plan you attach includes the following:

1268.05   SITE PLAN REQUIREMENTS.

   (a)   Required Content. Each site plan submitted shall contain the following information, as applicable:

|  |  |  |
| --- | --- | --- |
| Table 1268.05  Required Site Plan Content | | |
| Required Information | Level A | Level B |
| **General Information** | | |
| Date, north arrow, and scale | X | X |
| Name and firm address of the professional individual responsible for preparing site plan | X | X |
| Name and address of the property owner or petitioner | X | X |
| Location sketch | X | X |
| Legal description of the subject property | X | X |
| Size of subject property in acres or square feet | X | X |
| Boundary survey | X | X |
| Preparer's professional seal |  | X |
| **Existing Conditions** | | |
| Existing zoning classification of subject property | X | X |
| Property lines and required setbacks (dimensioned) | X | X |
| Location, width and purpose of all existing easements | X | X |
| Location and dimension of all existing structures on the subject property | X | X |
| Location of all existing driveways, parking areas and total number of existing parking spaces on subject property | X | X |
| Abutting street right-of-way width | X | X |
| Location of all existing structures, driveways, and parking areas within 300 feet of the subject property's boundary |  | X |
| Existing water bodies (rivers, creeks, wetlands, etc.) | X | X |
| Existing landscaping and vegetation on the subject property |  | X |
| Size and location of existing utilities | X | X |
| Location of all existing surface water drainage facilities | X | X |
| **Proposed Development** | | |
| Location and dimensions of all proposed buildings | X | X |
| Location of all proposed drives (including dimensions and radii), acceleration/deceleration lanes, sidewalks, walls, fences, signs, exterior lighting, curbing, parking areas (including dimensions of a typical parking space and the total number of spaces to be provided), and loading and unloading areas | X | X |
| Type and location of exterior mechanical equipment and published operating noise level of the equipment. | X | X |
| Setbacks for all buildings and structures | X | X |
| Recreation areas, common use areas, dedicated open space and areas to be conveyed for public use |  | X |
| Flood plain areas and basement and finished floor elevations of all buildings |  | X |
| Landscape plan (showing location of proposed materials, size and type) |  | X |
| Layout and typical dimensions of proposed parcels and lots |  | X |
| Number of proposed dwelling units (by type), including typical floor plans for each type of unit |  | X |
| Number and location (by code, if necessary) of efficiency and one, two and three or more bedroom units |  | X |
| All deed restrictions or covenants |  | X |
| Brief narrative description of the project including proposed use, existing floor area (square feet), size of proposed expansion (square feet), and any change in the number of parking spaces | X | X |
| **Engineering** | | |
| Proposed method of handling sanitary sewage and providing potable water | X | X |
| Location and size of proposed utilities, including connections to public sewer and water supply systems | X | X |
| Location and spacing of fire hydrants and Fire Department connections |  | X |
| Location and type of all proposed surface water drainage facilities | X | X |
| Grading plan at no more than two-foot contour intervals |  | X |
| Proposed streets (including pavement width, materials, and easement or right-of-way dimensions) |  | X |
| **Building Details** | | |
| Typical elevation views of all sides of each building type |  | X |
| Gross and net floor area | X | X |
| Elevation views of building additions | X | X |
| Building height | X | X |
| **Additional Information** | | |
| Any other information required by the Zoning Administrator or Planning Commission and/or Board of Zoning Appeals to demonstrate compliance with other applicable provisions of this zoning code | X | X |

   (b)   Information Waiver. Specific requirements of either a Level A or B site plan may be waived by the respective reviewer (Zoning Administrator or Planning Commission) where it is determined that such information is not applicable to the subject request.

(Ord. 2013-19. Passed 9-16-13.)