



## **APPLICATION FOR MAJOR SITE PLAN**

Prior to issuance of a zoning permit for all developments other than single family residential and two-family residential developments, a site plan as defined herein shall be submitted to the Village of Plain City Zoning Inspector for review and approval.

**"Major Site Plan"** means a plan for a development which meets one of the following definitions:

- (1) A development involving any new construction other than one- or two-family residential structures.
- (2) A development involving an addition of more than 20 percent of the gross floor area of a structure, or no more than 5,000 square feet of impervious surface.
- (3) A development creating more than 10,000 square feet of impervious surface.
- (4) A development impacting or adjacent to a historic, archaeological, or environmentally sensitive feature.
- (5) A development impacting a non-residential site adjacent to a residential zoning district.
- (6) A development which conflicts with an adopted Village plan.
- (7) A development of a non-conforming site or site which does not meet the development standards of the zoning district in which it is located.
- (8) A development which generates sufficient volumes of traffic, unusual patterns, or types of traffic that result in lowering the level of service of affected streets or intersections.
- (9) Other unusual or unique impacts which, in the professional opinion of the Zoning Inspector, warrant public review.

<b>APPLICANT INFORMATION</b>	
Applicant Name:	
Applicant Mailing Address:	
Phone:	Email:
<b>OWNER INFORMATION (IF DIFFERENT THAN APPLICANT)</b>	
Owner Name:	
Owner Mailing Address:	
Phone:	Email:
<b>PROPERTY INFORMATION</b>	
Address of Property:	
Parcel #:	Currently Zoned as/Use:

Cont. on Page 2

## **Submittal Requirements:**

### **FIFTEEN (15) COPIES OF THIS APPLICATION AND REQUIRED MATERIALS MUST BE SUBMITTED TO THE ZONING INSPECTOR ALONG WITH THE REQUIRED FEES.**

The following items are required at the time that a site plan is submitted. If the site is part of a planned district that has received final development plan approval and select requirements do not seem to apply, the applicant must state in writing that the requirement does not apply and why.

- (1) A survey showing boundary information, existing and proposed development, existing and proposed easements, rights-of-way, location of existing water bodies, streams, drainage ditches, stands of trees and trees with a caliper of more than six inches in diameter, and the location of utilities including stormwater drainage.
- (2) The site plan shall indicate the use of land and location of structures on adjacent property and all proposed uses and the location of proposed structures on the subject property, showing square footages and tenant types for the first phase of the development plan. Structures planned for subsequent phases shall be schematically indicated. All required setbacks shall also be indicated.
- (3) A detailed parking layout for off-street parking, loading, and service areas must be shown, including the following:
  - A. Number of spaces indicated by total number of on-site spaces and to be summed by row;
  - B. Access points and expected movement through and between separate parking lot areas; and
  - C. Expected pedestrian access routes from parking areas to structures.
- (4) All major circulation routes, including arterials, adjacent curb cuts, collector and local streets, driveways and curb cuts, and including major aisle ways and service routes shall be indicated. Major pedestrian circulation routes shall also be indicated, including dimensions of path and pedestrian crossings, etc., plus any attempts at separating vehicular and pedestrian/recreation movement.
- (5) Handling of all waste and refuse materials shall be indicated.
- (6) Proposed landscaping shall be shown, as per a landscape plan required by Chapter **1187**.
- (7) All signage and graphics may be required to be shown, as per Chapter **1199**.
- (8) All exterior lighting shall be shown, including parking lot, pedestrian, and building accent lighting. Lighting intensity and installation height shall be indicated as well as the style of the fixture.
- (9) Exterior building design and surface treatments shall be indicated, including building material and color. Color and material samples may also be requested.
- (10) The proposed provision of all utilities including storm drainage retention or detention shall be specifically detailed.
- (11) Traffic impact study as requested by the Planning and Zoning Commission meeting the requirements of Section **1134.05**.
- (12) All reserve parcels and anticipated development phases shall be indicated.
- (13) Environmental analysis if any portion of the site meets one or more of the following criteria:
  - A. Any portion of the site is located in the 100-year floodplain.
  - B. The site contains one or more wetlands.
  - C. 25% or more of the site contains hydric soils.
  - D. The parcel contains an agricultural drainage ditch.
  - E. 25% or more of the total area of the site has slopes over 20%.
  - F. 25% or more of the site is wooded.

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**Modifications to a Major Site Plan:**

- (1) Development shall be in conformance with the site plan and construction of site improvements must be commenced within two years of Planning and Zoning Commission approval; otherwise no development of the land shall take place until a new site plan is approved pursuant to this Section.
- (2) Approval of the Planning and Zoning Commission is required before any modification of the approved site plan may be made. Development of land shall not proceed prior to final approval of the site plan and issuance of a zoning permit. Any development undertaken without such final approval is in violation of this zoning ordinance.

**Appeal**

- (1) Decisions of the Planning and Zoning Commission in approving, approving with supplementary conditions or disapproving applications for site plans may be appealed. Appeals shall be submitted to the Village Fiscal Officer within 10 days of the Planning and Zoning Commission's decision.

**I certify that the information contained in this application and its supplements is true and correct.**

\_\_\_\_\_  
Applicant Signature \_\_\_\_\_  
Date

**FOR ZONING STAFF**

Application #:	Check #:
Fees Paid:	
P&Z Hearing Date:	
Decision:	
Comments: _____ _____ _____	

\_\_\_\_\_  
Zoning Inspector Signature \_\_\_\_\_  
Date