



Development Plan Application

City of Centerville • 100 West Spring Valley Road • Centerville, Ohio 45458

Phone: (937)433-7151 • E-mail: planning@centervilleohio.gov

Application No. _____

Date Received _____

Type of Application

- Development Plan, Prelim. Development Plan, Final Landscape/Lighting Plan Major Site Plan Amend.

Applicant Information

Applicant Name _____

Mailing Address _____

City _____ State _____ Zip _____

Phone No. _____ Fax No. _____ E-mail _____

Request Information

Property Owner _____

Company/Business Name _____

Property Address _____

Zoning District _____ Parcel ID No. _____

Existing Use _____ Proposed Use _____

Proposal Description *(include pertinent information as an attachment if needed)* _____

Public Hearing: Any application which requires a public hearing, such as a Development Plan, shall include the submission of names and mailing addresses of all property owners within 500 feet of any parcel(s) involved in the application request in accordance with Article 5.11 of the Unified Development Ordinance.

Applicant Signature

I understand that approval of this application does not constitute approval for any administrative review, conditional use permit, variance, or exception from any other City regulations which are not specifically the subject of this application. I understand that approval of this application request does not constitute approval of a building occupancy permit. I understand further that I remain responsible for satisfying requirements of any private restrictions or covenants appurtenant to the property.

I certify that I am the applicant and that the information submitted with this application is true and accurate to the best of my knowledge and belief. I understand that the City is not responsible for inaccuracies in information presented, and that inaccuracies may result in the revocation of this zoning certificate as determined by the City Planner. I further certify that I am the owner or purchaser (or option holder) of the property involved in this application, or the lessee or agent fully authorized by the owner to make this submission.

I certify that statements made to me about the time it takes to review and process this application are general. I am aware that the City has attempted to request everything necessary for an accurate and complete review of my proposal; however, after my application has been submitted and reviewed by City staff, it may be necessary for the City to request additional information and clarification.

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

Signature of Owner or Authorized Agent

Date

Print Name of Owner or Authorized Agent

Departmental Use Only

Form of Payment	Application Fees	Review Authority
<input type="checkbox"/> Cash <input type="checkbox"/> Ck _____ <input type="checkbox"/> CC _____	Application Fee: _____	<input type="checkbox"/> Administrative <input type="checkbox"/> Planning Commission <input type="checkbox"/> Board of Arch. Review
<input type="checkbox"/> Approved <input type="checkbox"/> Approved with Conditions <input type="checkbox"/> Denied	Staff Signature _____	Date _____



CITY OF CENTERVILLE - MAJOR SITE PLAN SUBMITTAL CHECKLIST FROM UNIFIED DEVELOPMENT ORDINANCE (UDO) 5.13.O (1-12)

Pre-Submittal Checklist (recommended)

- Pre-application meeting with City staff

1. Basic Application for Development Plan Review

- Name and address of current property owner or designated agent

2. Parcel Map

- A property location map showing existing property lines, easements, utilities, and street rights-of-way. When applicable with new easements and property lines, provide an accurate legal description prepared by, or certified by, a registered surveyor of the State.

3. Project Narrative

Paragraph detailing the proposed development on the subject property. Briefly identify the proposed operations, site or architectural designs and any unique circumstances that may exist.

4. Plans

- Site Plan prepared by a civil engineer, landscape architect, or architect drawn at a suitable scale not to exceed 1 inch equals 100 feet. The information may be shown on one or multiple plans. The information shall include all of the following:
 - Use or uses on the property
 - Height of existing and proposed buildings and structures
 - Accessory buildings, structures and uses (UDO Sec. 9.39)
 - Location of all improvements on site, while identifying existing, proposed and removed infrastructure; including offsite drainage and utilities
 - Notation of the development standards and proposal for building spacing, setback from property lines, and maximum building heights (UDO Sec. 9.05)
 - The location and configuration of off-street parking and loading areas (UDO Sec. 9.29)
 - The arrangement of internal and external traffic movement
 - The location of signs related to parking and traffic control

- Topographic Map
 - a. Limits of data should include surrounding information past the site boundary with enough detail to determine drainage patterns and existing utilities
 - b. Major vegetation features
 - c. Wooded areas
 - d. Existing trees over 6 inches in diameter measured at the average breast height
- Preliminary Lighting Plan
- Preliminary Grading and Stormwater Management Plan (Based on Requirements from UDO Section 9.35)
- Preliminary Landscape Plan Indicating location of existing plants; proposed plantings, including planting height and caliper of proposed trees measured at the average breast height; berming configuration; and height and material of any proposed retaining or decorative wall or fence (UDO Sec. 9.25)
- Elevation drawings of proposed structures, floor plans, exterior construction materials, by color, material, pattern, profile and texture (UDO Sec. 9.53.C)
- Summary Table showing total acres of the proposed development; number of acres devoted to each type of residential and/or non-residential use including streets (right-of-way), open space and disturbed areas; number of dwellings
- Buildings by type; total building square footage; and overall density (units per acre) and intensity (lot coverage)

5. Post-Approval Requirements

- The following requirements, unless the City Planner and/or Planning Commission deem necessary at the Major Site Plan review level, shall be submitted after the Major Site Plan approval as part of the Certificate of Zoning Compliance application as set forth in UDO Sec. 5.09.N (3). These requirements must meet the standards of the Unified Development Ordinance and they include:
 - a. Final Landscape Plan, which includes utility information overlaid on exhibit (UDO Sec. 9.25)
 - b. Final Lighting Plan (UDO Sec. 9.27)
 - c. Final Grading Plan (UDO Sec. 9.35)
 - d. Sign Plan (UDO Sec. 9.51)
 - e. Overall Site Plan

6. Application Fee (\$400)