

**PLANNED DEVELOPMENT APPLICATION
VILLAGE OF CORWIN, OHIO**

A. Name of Applicant _____

Mailing Address _____

City _____ State _____ Zip Code _____

Daytime Phone Number (_____) _____ Fax Number (_____) _____

Email Address _____

Name of Property Owner _____

Mailing Address _____

City _____ State _____ Zip Code _____

Daytime Phone Number (_____) _____ Fax Number (_____) _____

B. Description of Property within Boundaries of Planned Development (PD)

Address of Property _____

Parcel I.D. Number(s) _____

Total Acreage of Planned Development _____

Existing Zoning for Property _____ Proposed Zoning for PD _____

Existing Use of Property _____

Principal Use(s) within PD _____

Reason PD is Needed _____

C. Required Attachments

Note: In this application, the word “structure” means anything constructed or erected that requires a fixed location on the ground or attachment to something having a fixed location on the ground including, but not limited to, buildings, walls, sheds, gazebos, signs, patios, platforms, paving or fences.

1. Property Description

- Survey of property within proposed Planned Development, including location and acreage
- Existing features (streets, alleys, easements, utility lines, existing land use)
- General topography and physical features, including but not limited to steep slopes, stream beds or other water courses, mature stands of trees, individual trees of substantial age or size, and rock outcroppings.

2. Evidence of Control

3. Development Plan/Site Design Plan

- Location and arrangement of all existing and proposed structures
- Proposed traffic circulation pattern within the Planned Development
- Location and width of all proposed streets and public ways
- Location, size, and screening of outdoor storage
- Areas to be developed for parking
- Points of ingress and egress, including access streets where required
- Relationship of abutting land uses and zoning districts
- Location of public or common open space, if any, including parks, playgrounds, school sites, and recreational facilities

4. Development Plan Data

- Use of all structures within PD
- Approximate height of all structures within PD
- Bulk (yard sizes and setbacks)
- Gross floor area of structures within PD
- Percentage of site to be occupied by structures (buildings, signs, paving, etc.)

5. Professional Quality Elevations/Illustrations

- Scale of proposed structure(s)
- Massing of proposed structure(s)
- Roof shape of proposed structure(s)
- Window size, shape, and spacing of proposed structure(s)
- External materials of proposed structure(s)
- Site landscaping

6. Restrictions

- Covenants to be imposed upon the use of land and structures
- Grants of easements to be imposed upon the use of land and structures
- Other restrictions to be imposed upon the use of land and structures
- Proposed easements for public utilities

7. Modifications

- Modifications from Corwin zoning code regulations otherwise applicable to the subject property

8 Engineering Study, etc. PDs

- Compliance with applicable performance standards, such as noise; vibration; heat; glare
- Environmental Impact Study
- Stormwater Runoff mitigation Plans (approved by EPA)
- Economic study
- Infrastructure feasibility study

D. Additional Regulations that apply but not limited to (see checklist)

Density Regulations
Accessibility of Site and Traffic Considerations
Joint and Cross Access in Non-Residential Zoning Districts
Site Layout Screening and Buffering
Site Design Requirements
Common Open Space

E. Authorization to Visit the Property

Site visits to the property by Council representatives are essential to process this application. By signing below, the owner/applicant authorizes Council representatives to visit and photograph the property described in this application.

E. Property Owner(s)' Signature

Signature of Property Owner

Date

Printed Signature of Property Owner

Signature of Property Owner

Date

Printed Signature of Property Owner

F. Certification and Applicant's Signature

I hereby certify that the information contained in this application and all attachments is true and correct.

Signature of Applicant

Date

Printed Signature of Applicant

**Planned Development
Application Filing
Information Village of
Corwin, Ohio**

Application Requirements

An application for a Planned Development in the Village of Corwin, must be filed to the Village in the approved forms and the filing fee paid. Before submitting a Planned Development application, applicants must meet and present during a council meeting to discuss the proposed application. Any application that does not comply fully with the application requirements (e.g., inaccurate, incomplete, and/or missing attachments, fee not paid) shall be regarded as incomplete until it is submitted in the proper form. Once the application is submitted the Village of Corwin will begin a review/ approval period to last no less than six (6) months which shall include public hearings.

For application purposes a Planned Development (PD) shall mean any development of land within Village of Corwin limits. Any previous approvals of development are considered null and void. Applicant shall be required to pay 100% of all costs associated with the application, including costs incurred by the Village. The Village reserves the right to obtain a retainer fee before the Village realizes any costs.

The Village of Corwin reserves the right to deny the application for any reason, should the application be denied, a new application process shall be started from the beginning.

Instructions for Completing Application

Item A. Name of Applicant and Name of Property Owner

Self-explanatory

Item B. Description of Property within Boundaries of Planned Development

Village of Corwin Lot numbers and Warren County parcel I.D. numbers can be obtained from the Warren County Auditor's office and at www.wcauditor.org. The parcel I.D. is the book, page, and index number of the lot. If the property to be rezoned consists of more than one parcel/lot, the lot numbers and parcel I.D. numbers of all the parcels/lots that comprise the property must be listed.

The major land uses within the PD are considered the principal land uses. Examples are a high school, with athletic fields and associated parking, or office buildings with a daycare center, parking garage, surface parking lots, and recreation space.

Please explain the reason the PD is needed.

Interest of Applicant: The applicant must state his or her particular interest in the case. Applications will be accepted from owners, lessees of property, or developers with an option on property within the area for which the zoning change is proposed.

Item C. Required Attachments

1. Property Description

One copy of a survey map of the tract or parcel that is to be developed as the Planned Development is required. The survey map shall show the location and size of the proposed Planned Development and include all existing features such as streets, alleys, easements, utility lines, and existing land use. In addition, general topography and physical features, including but not limited to steep slopes, stream beds or other water courses, mature stands of

trees, individual trees of substantial age or size, and rock outcroppings shall be included on the survey. The survey shall be drawn to a legible scale with the scale used noted on the map.

2. Evidence of Control

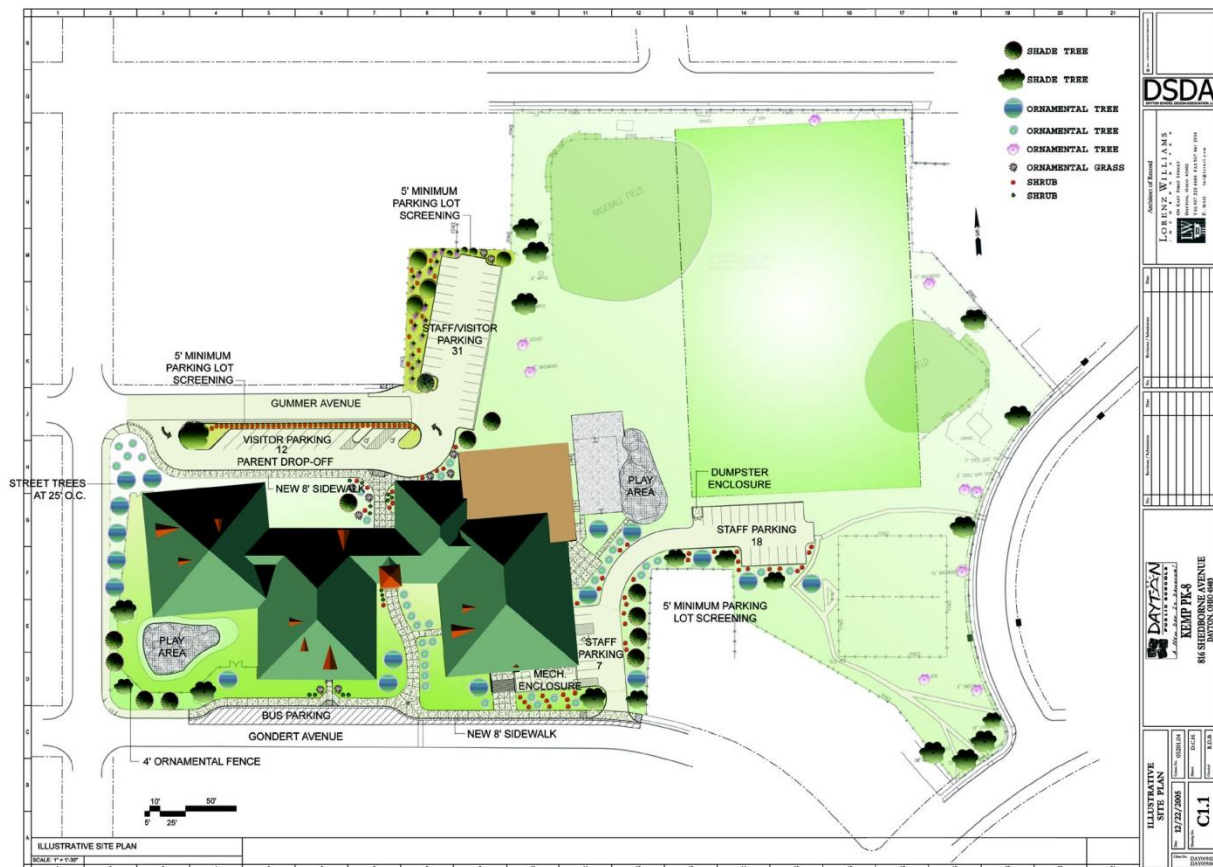
Documentary evidence that will clearly establish the legal or beneficial nature of the applicant's interest in the tract or parcel to be developed and in the proposed Planned Development is required and shall be attached to the application. The property within the proposed Planned Development shall be in single ownership, or if in multiple ownership, a PD application shall be filed jointly by all owners of the properties included in the proposed planned development boundaries. The Village shall not rezone any parcels without the property owner or owners requesting such a rezoning.

3. Development Plan/Site Design Plan

One copy of a development plan/site design plan for the proposed PD is required with the application. The development plan shall show the location and arrangement of all existing and proposed buildings and structures; the proposed traffic circulation pattern within the PD; the location and width of all proposed streets and public ways; the location, size, and screening of outdoor storage; the areas to be developed for parking; the points of ingress and egress, including access streets where required; the relationship of abutting land uses and zoning districts; and the location of public or common open space, if any, including parks, playgrounds, school sites, and recreational facilities.

The development plan is to be drawn to a legible scale. The scale on the development plan is to be a bar scale so the map can be scaled if it is reduced or enlarged. If the development plan is larger than 8.5" x 11", a copy reduced to 8.5" x 11" must also be submitted with the application. A .pdf or .jpeg file of the development plan may be submitted in lieu of paper copies. See Figure 1 for an example of a development plan.

Figure 1. Development Plan (Please include the relationship of abutting land uses and zoning districts)



4. Development Plan Data

Attach a statement to the application indicating the intensity of land use to be allocated to all parts of the area to be developed, including the use, approximate height, bulk (yard sizes and setbacks), and gross floor area of buildings and other structures, and the percentage of the site that is to be occupied by buildings and structures.

5. Professional Quality Elevations/Illustrations

Attach drawings, renderings, or perspectives of a professional quality that illustrate the scale; massing; roof shape; window size, shape, and spacing; and external materials of the structure(s) as well the proposed site landscaping.

6. Restrictions

Attach a statement describing in detail the substance of covenants, grants of easements, or other restrictions to be imposed upon the use of land, buildings, and structures including proposed easements for public utilities

7. Modifications

Attach a statement that lists all modifications to regulations in the zoning code that are requested as part of the PD. What regulations would otherwise apply to the subject property? What modifications to these regulations are requested as part of the PD?

8. Engineering Study, PDs for Industrial Uses Only

In the case of a Planned Development for industrial uses, the application shall contain an engineering study demonstrating that the proposed industrial uses will comply with the applicable performance standards, such as, but not limited to noise; vibration; heat; and glare, imposed by the particular industrial district in which the PD is to be located.

9. List of Property Owners

Using maps obtained from the Warren County Auditor's office, measure 250 feet from the perimeter of the boundaries of the proposed PD. List all the names, tax mailing addresses, County account numbers, and parcel I.D. numbers of each property owner wholly or partially within the 250 feet radius, including those of the property within the PD. This information can be obtained from the Warren County Auditor's office and at www.wcauditor.gov. The parcel I.D. is the book, page, and index number of the lot. Figure 2 is an example of a map with a 250' radius, and Figure 3 is an example of a list of property owners.

Figure 2. Map with 250' Radius

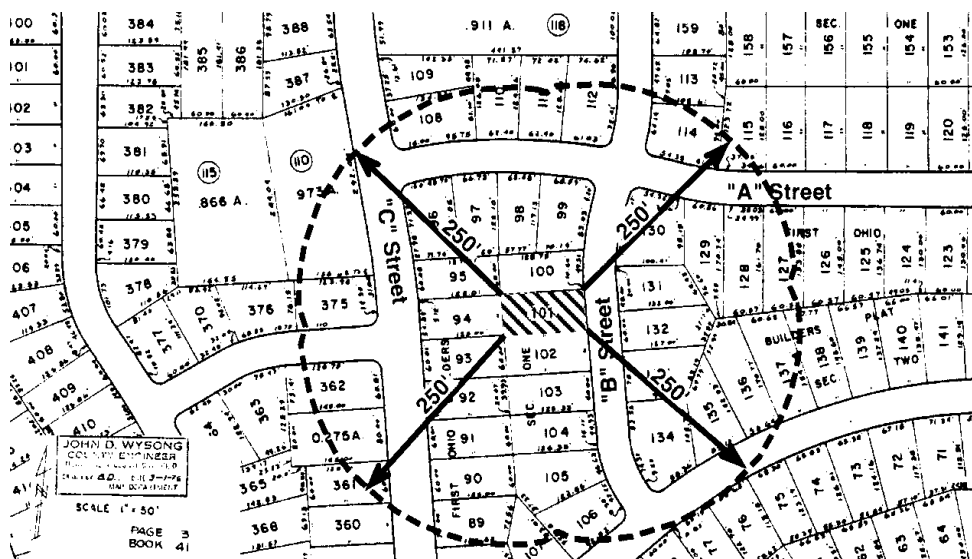


Figure 3. List of Property Owners (example)

Parcel I.D.	County Account Number	Property Owner	Property Owner's Tax Mailing Address
R72 04103 0362	65277	George Washington	299 C Street Dayton, OH 45400
R72 04103 0375	65276	Thomas Jefferson	301 C Street Dayton, OH 45400
R72 04103 0095	65275	Abigail Adams	1700 Wisteria Way Utopia, OH 45555

9. Mailing Labels

Each application must include the property owners list (owner's name and tax mailing address) developed for "List of Property Owners" above, typed on mailing labels or typed on a mailing label template. An example is shown in Figure 4.

If submitted on mailing labels, three sets of labels are required in Avery 5160 format or an equivalent format. If submitted on a mailing label template, a template equivalent to the Avery 5160 format should be used. The template shown in Appendix A may also be used.

Figure 4. Mailing Labels

George Washington 2100 Park Place Dayton, OH 45400	Thomas Jefferson 2110 Park Place Dayton, OH 45400	Abigail Adams 1700 Wisteria Way Utopia, OH 45555
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Item D. Additional Regulations That Apply (But Not Limited to, see checklist)

Applicants are advised to consult the Village Council

- Density Regulations
- Accessibility of Site and Traffic Considerations
- Joint and Cross Access in Non-Residential Zoning Districts
- Site Layout Screening and Buffering
- Site Design Requirements
- Common Open Space

Item E. Authorization to Visit the Property

Self-explanatory

Item F. Property Owner's Signature

All who own the property or properties that will comprise the PD must sign the application. If an individual owns the property or properties that will comprise the PD, the signature of each individual owner is required on the application. If a corporation owns property or properties that will comprise the PD, the signature of each corporate president or duly authorized representative is necessary. If the property or properties that will comprise the PD is tax exempt, authorized signatories must sign the application.

F. Certification and Applicant's Signature

Self-explanatory. Staff may ask applicant for picture identification.

Review and Adoption Process

Plan Board Hearing

The Village zoning code requires that all proposed Planned Developments go before the Council for review as zoning map amendments. After receipt of a complete application, the Village will schedule a public hearing on the proposal. Notice of the public hearing is sent to property owners within 250 feet of the subject property and to the appropriate land use committee. The land use committee may invite the applicant to present his or her case for the Planned Development to it at a meeting.

The applicant will have an opportunity to present his or her case for the Planned Development at a Council public hearing. In addition, all views, pro and con, may be presented by any interested citizen in person or by letter at the public hearing. After a public hearing and review of the pertinent facts involved in the case, the Village will have a period of no less than six (6) months for review. Once the review period has passed Council will vote its recommendation for approval or disapproval of the Planned Development for further action.

Action by the Council on Requests for Planned Developments

If the Council recommends approval, or approval with modifications, of the proposed PD, Council will hold a public hearing on the proposal. The applicant will have an opportunity to present his or her case for the PD at the public hearing. In addition, all views, pro and con, may be presented by any interested citizen at the public hearing. After a public hearing and review of the pertinent facts involved in the case, the Council will decide whether or not to approve the PD. The Council must approve a PD in order for it to become effective.

If the Council recommends disapproval of the PD, the applicant has the opportunity to resubmit an application which shall begin a new inspection/ permitting process.

Several bonds shall also be included and applied for prior to planned approval. Performance, construction, and maintenance bonds are required for the project.

Item D from Application: Village of Corwin Development and Construction Checklist

- Warren County Engineer's Office - Street design by professional engineer licensed in the State of Ohio
- Warren County Engineer's Office - Street design approval
- Warren County Engineer's Office - Survey certification
- Warren County Engineer's Office - Stormwater design by professional engineer licensed in the State of Ohio
- Warren County Water and Sewer Division - Stormwater design by professional engineer licensed in the State of Ohio
- Stormwater design approval by Warren County Division of Soil and Water
- Warren County Water and Sewer Division - Fire hydrant plan and approval of plan
- Warren County Fire and EMS coordination
- EPA - Environmental Impact Study approval
- EPA - Stormwater and wastewater plan approval
- EPA - Design approval
- EPA - Permit to proceed with construction
- Village of Corwin - 3rd party engineering review prior to build
- Village of Corwin - Approval of street construction
- Warren County Auditor - Subdivided lot deed recording
- Village of Corwin - Receipt of lot plan and auditor's office records
- Village of Corwin - Zoning review and approval/denial
- Village of Corwin - Receipt and approval of county and EPA review documents
- Village of Corwin - Approval of lighting, traffic, parking, and site plan
- Village of Corwin - 3rd party engineering review prior to build
- Village of Corwin - Street signage approval
- Village of Corwin - Application of performance bond
- Village of Corwin - Application of maintenance bond
- Village of Corwin - Building, signage, and appearance conformance and approval
- Village of Corwin - 3rd party engineer to inspect for drawing and plan conformance prior to performance bond release

Appendix A Mailing Label Template May be used in lieu of the Avery 5160 template or its equivalent.			