



Development & Engineering Services

Application for Public Hearing for Zoning Action or Code Amendment

Complete this page and follow the directions on page 2 for each of the following requests:

- Rezoning
 Cond Use
 Planned Unit Dev
 Similar Use Det
 Site Plan Rev/Mod

Applicant Name: _____

Mailing Address: _____

Phone Number: _____

E-mail Address: _____

Owner Name**: _____

Mailing Address: _____

Phone Number: _____

OFFICE USE ONLY	
Filing Date	_____
Hearing Date	_____
Case No.	_____

**** If Applicant is other than owner, written consent of owner is required.**

Location of Use.

Street Address: _____

(north, south, east, west) side of _____, _____ feet

(north, south, east, west) from the intersection of _____

Subdivision: _____ Lot No.: _____ Section: _____

Case Description.

Present Zoning District: _____ Total Acres: _____

Requested Zoning District (for rezoning requests only): _____

Description of the existing use of property: _____

Description of proposed use of property: _____

Reason for Zoning Request or Code Amendment: _____

Applicant/Owner _____ Date _____

Zoning Administrator _____ Date _____

FILING FEES (office use only):	
Site Plan Review/Modification (\$100.00)	_____
Similar Use Determination (\$100.00):	_____
Conditional Use (\$300.00):	_____
Planned Unit Development (\$500.00):	_____
Planned Unit Dev. Amendment (\$250.00):	_____
Rezoning (\$500.00):	_____
Receipt No.: _____	TOTAL: _____

Follow The Directions Below for Application Submittal.

Code Amendment: Complete page 1 and include 7 copies of any other supplemental materials that may assist the board in making a decision.

Rezoning: Complete page 1 and include 7 copies of a plan that outlines the subject parcels and illustrates the surrounding zoning districts.

Conditional Use: Complete page 1 and 2 and include 7 copies of a site plan drawn to scale, which includes the following; shape and dimensions of the lot(s), buildings and accessory structures, parking and loading areas, traffic circulation, open spaces, landscaping, signage, utilities, refuse and service areas and a rendering of the proposed building(s).

Planned Unit Development: Complete pages 1, 3 and, 4. Include 7 copies of the supporting documents listed on pages 3 and/or 4.

**Any zoning approval granted by the City is given solely with respect to compliance with the City of Vandalia Zoning Code. The property may be subject to private restrictions including but not limited to recorded Covenants, Restrictions or Declarations that may be applicable notwithstanding any City zoning approval and may require separate approval not involving the City. Applicant is solely responsible for compliance with any such private restrictions*

COMPLETE THIS SECTION FOR CONDITIONAL USE REQUESTS.

Please provide a narrative statement evaluating the effects on adjoining property; the effect of such elements as traffic, noise, glare, odor, fumes and vibration on adjoining property; a discussion of the general compatibility with adjacent and other properties in the district.

Is the proposed use in harmony with the general purposes and intent of the Zoning Code and does the proposed use comply with the general guidelines and regulations for the district in which it is located?

What will be the hours of operation for the proposed use? _____

COMPLETE THIS SECTION FOR A PLANNED UNIT DEVELOPMENT (PUD).

Underlying Zoning: _____ Acres of _____; _____ Acres of _____;
_____ Acres of _____ = Total Acreage: _____.

Is an amendment of the underlying zoning part of this application? _____ YES _____ NO

If yes, please explain. _____

Phasing:

Number _____ Start Date _____; Finish Date _____; Total Acres _____

Uses _____

Amenities _____

Number _____ Start Date _____; Finish Date _____; Total Acres _____

Uses _____

Amenities _____

Number _____ Start Date _____; Finish Date _____; Total Acres _____

Uses _____

Amenities _____

Number _____ Start Date _____; Finish Date _____; Total Acres _____

Uses _____

Amenities _____

Density:

Residential: Maximum number of dwelling units proposed _____ / _____ acres.

Non-Residential: Maximum number of dwelling units proposed _____ / _____ acres.

Streets:

Public streets proposed: _____ linear feet. Minimum lighting _____ f.c.

Private streets proposed: _____ linear feet. Minimum lighting _____ f.c.

Open Space (for residential developments only):

Acreage to be dedicated as City parkland: _____ Acres.

Common open space held by Homeowner's Association: _____ Acres.

Impervious surface coverage: _____ Acres / _____ Total Acres = _____ %

Please include the following supporting documents with requests for PUD approval:

1. **Vicinity Map** (1" = 1000' minimum scale)
2. **Existing Characteristics Map** (proposed plan boundary line, existing property lines, underlying zoning, right of way, easements, public properties, elevation contours, national flood insurance floodways and flood fringe and federal jurisdictional wetlands)
3. **Proposed Plan/Plat** (proposed plan boundary line, phasing boundaries and designations, streets (public or private), bikeways, sidewalks, zoning, water, sanitary sewer, and storm drainage improvements, residential buildings, non-residential buildings, setbacks, parking, loading, dumpster locations, signs and recreational or other amenities)
4. **Preliminary Grading Plan** (any area cleared, structure demolished and erosion/sedimentation control structures installed)
5. **Preliminary Landscaping Plan** (mounding, screening and generic plant materials)
6. **Development Statement** (discussion of the following; compatibility with surroundings, access, public utilities provided, ownership, access and provision of maintenance for common areas such as open spaces parking & other amenities)
7. **Conceptual Elevations** (building materials and design principals to be applied to the development)
8. **Proposed covenants, deed restrictions and association bylaws**

COMPLETE THIS SECTION FOR A PUD MAJOR OR MINOR AMENDMENT

Turn in the following items for a complete application.

A. SITE PLAN-- Must submit five copies

The applicant/owner shall provide a site plan drawn to scale which shows the following, *if applicable*:

1. Property/Boundary lines
2. Exterior lot dimensions
3. Size and location of all existing structures
4. Location and size of proposed new construction
5. Setbacks of all structures from property boundary lines.
6. Distance between structures.
7. Show location of any and all streets, alleys, right-of-ways and easements that are contiguous to the property requesting the Variance.
8. Open space, landscaping, signage
9. Photos or graphics that illustrate proposed project

B. LIST OF PROPERTY OWNERS

Provide a list of all property owners (as recorded in the Montgomery County Auditor’s office) within 200 ft. of the boundaries of the property being considered.

Example:

<u>Property Address</u>	<u>Parcel I.D. #</u>	<u>Owner Name</u>	<u>Owner Mailing</u>
123 Clubhouse Way	B02 00000 0000	Carol Smith	124 Green Way
345 Brown School Rd.	B02 11111 1111	Fred Jones	Vandalia, OH 45377 345 Brown School Rd.

C. LETTER OF JUSTIFICATION

The applicant shall submit a letter of justification that describes the request for the Major Amendment. The letter shall describe why the amendment is necessary and how it relates to the approved plan and/or Comprehensive Plan.