



City of Trotwood, Ohio
3035 Olive Road, Trotwood, Ohio 45426-2600

Department of Planning & Development
Phone: (937) 854-7227 Fax: (937) 854-0574

PLANNED UNIT DEVELOPMENT APPLICATION

Date: _____

Fee: \$300 + \$25/acre + engineering review/inspection costs

PRELIMINARY FINAL

PROPERTY OWNER: Name: _____ Phone #: _____
Address: _____ City _____ State _____ Zip _____

ENGINEERING FIRM: Name: _____ Phone #: _____
Contact Person: _____ Email: _____ Fax #: _____

APPLICANT'S STATUS: Owner Lessee Purchaser Agent*

*If not the owner, submit Agent Form signed by Property Owner(s) agreeing to the application.

DESCRIPTION (LOCATION) OF PROPERTY IN AMENDMENT (Complete as Applicable):

Project Name: _____

Location of Property: _____

Book _____ Page _____ Parcel Number(s) _____

Total Area of Planned Unit Development Request _____

Total Acres included in this application _____

Brief description of applicant's request:

By the above signature, the applicant hereby attests to the truth and exactness of all information supplied and submitted on and with this application. The applicant furthermore consents to be bound by this application, by any agreement made by the applicant or its agent, and by all decisions made by the City of Trotwood related to and in connection with this application and request.

Applicant's Signature _____ Email _____

Permit#: _____ Parcel ID: _____ Zoning District: _____

Application is _____ approved _____ not approved. _____ / _____
Planning & Zoning Administrator Date

PC Case # _____ Reviewed Date _____ City Council Approved Date _____

PRELIMINARY PUD

CHECKLIST OF REQUIRED INFORMATION

Five (5) copies of required information will be required any time of submitting application.

In addition to the Preliminary PUD application, the applicant must also provide the following:

- A. The proposed name, location (by Parcel ID Numbers and street address) and total acreage of the planned unit development.
- B. The nature of the applicant's interest (Ownership or Option) in the land that is proposed to be developed, as well a detailed description of the nature of the proposed PUD, the type of development to be constructed and the types of uses to be located and developed within the PUD.
- C. A survey of the proposed entire development site, showing the dimensions and bearings of the property lines, area in acres, topography showing contours by two-foot intervals, existing natural and man-made features of the development site, including major wooded areas, floodplains and wetland areas, structures, streets, easements, and utility lines.
- D. At a scale of one inch = 200 feet sketch plans and development concepts regarding land use, types of residential development, generalized location of various land uses, generalized street access, proposed setbacks from surrounding properties, general concepts for screening and buffering, generalized type and location of proposed recreational or open space areas and facilities, and conceptual layout and arrangement of the property. The applicant may indicate proposed building locations.
- E. Evidence of availability and adequacy of water supply and sanitary sewer service.
- F. The location and total acreage of all proposed open space.
- G. Estimated vehicular traffic volumes to be generated by the proposed development and proposed street improvements.
- H. A listing of intended uses of the proposed PUD in which each use is identified as permitted or accessory.
- I. A listing of the proposed square footage of commercial/ industrial buildings to be developed on the site.
- J. A listing of the types and gross residential dwelling unit densities proposed for the site.
- K. An estimated time schedule, including proposed starting and completion dates, indicating the timing and generalized location of development of generalized land use and functional areas, various phases of the project and improvements to be constructed.
- L. Each application shall be signed by the applicant attesting to the truth and exactness of all information supplied on and with the application. If the applicant is not the owner of the property proposed for PUD zoning classification, the applicant shall submit a current notarized, written statement from the property owner appointing the applicant as the owner's agent. The statement shall further acknowledge the owner's consent to be bound by the application, by any agreement made by the agent, and by all decisions made by the city on this matter.

FINAL PUD

CHECKLIST OF REQUIRED INFORMATION

(Five copies of required information may be requested at any time)

In addition to the submission of a Final application, the applicant must also submit the following:

- _____ A. Name, address and telephone number of the applicant. If the applicant is not the sole owner of the subject property the application shall contain the name, address and telephone number of all owners of the property.
- _____ B. Each application shall be signed by the applicant, attesting to the truth and exactness of all information supplied on and with the application. If the applicant is not the owner of the property proposed for the Specific Site Plan, the applicant shall submit an Agent Form signed by the Property Owner(s) agreeing to the application. The statement shall further acknowledge the owner's consent to be bound by the application, by any agreement made by the agent, and by all decisions made by the city on this matter.
- _____ C. A detailed site plan at a scale no smaller than one-inch equals 50 feet (1"=100'), showing at minimum, the location, outline and use of all structures, all proposed public and private rights-of-way, vehicular streets and parking areas, pedestrian walkways and paths, any bikeways, proposed recreation facilities and areas, and any sites for public facilities. The applicant shall furnish an 8 1/2" X 11" transparency of this information suitable for projection by use of an overhead transparency projector onto a viewing screen, or a Power Point file containing this information.
- _____ D. All proposed vehicular parking areas shall be shown by total number of spaces, setbacks from structures and lot lines, dimensions of each parking space, location and dimensions of handicapped parking spaces, access aisles, fire lanes, points of ingress and egress, and landscaped areas.
- _____ E. The dimensions, height, gross floor area, entrances and setbacks of all structures.
- _____ F. The principal type of use, gross leasable floor area and entrances for all proposed business, office, industrial and nonresidential structures.
- _____ G. Right-of-way width and street names for all proposed public and private streets and rights-of-way.
- _____ H. A map with contour intervals of two feet which shows the proposed final topography of the development site.
- _____ I. Engineering studies and plans showing, to the extent determined appropriate by the city, street improvements, nature and extent of earth work required for site preparation and development, location and size of water, sanitary sewer and storm drainage control systems, and waste disposal facilities.
- _____ J. Location of fire hydrants and any fire connections to buildings.
- _____ K. Any proposed street widening improvements and turn lane improvements adjacent to the project area.
- _____ L. Landscaping plans including the location and size of all landscaped areas, the location of all natural screening devices, type (species) and location of proposed vegetation, location and type of exterior materials of manmade screening devices, and initial (planting) and permanent (mature) height of all screening and buffering
- _____ M. Lighting plans showing location and type of all proposed external lighting of parking, building and landscaped areas, streets and access ways.
- _____ N. The amount of open space and its percentage of developed area for each phase of development.

- _____ O. When a planned unit development includes provisions for common open space, private streets and private rights-of-way, recreational facilities, or drainage control facilities, a statement describing the provisions for the care and maintenance thereof is required. If it is proposed that such open space or facilities be owned and/or maintained by any entity other than a governmental authority, copies of proposed documents assuring maintenance and care and covenants running with the land shall be submitted. If it proposed that such open space or facilities shall be owned and maintained by a governmental entity, a copy of its acceptance shall be filled in conjunction with this application.
- _____ P. Any additional information that may be required by the Zoning Administration within 15 days of the date of submission.