



## Preliminary Development Plan (PDP) with Re-Zoning (PDP-RZ)

To apply online please visit our website at: [www.miamitownship.com](http://www.miamitownship.com)

APPLICANT AND PROPERTY INFORMATION		STAFF USE ONLY
APPLICANT NAME	FILE INFORMATION	
APPLICANT ADDRESS		
PROPERTY ADDRESS OR LOCATION		
PARCEL NUMBER(S) - REQUIRED IF NO STREET ADDRESS		RECEIVED AMOUNT / CHECK #
APPLYING FOR A MAJOR MODIFICATION TO THE FOLLOWING AREA COVERED BY AN EXISTING PLAN <input type="checkbox"/> ALL <input type="checkbox"/> PHASE / SECTION _____	AREA (S) CURRENTLY ZONED	CASE NUMBER (S)
PREFERRED CONTACT METHOD <input type="checkbox"/> EMAIL PREFERRED <input type="checkbox"/> PHONE PREFERRED		ZC MEETING DATE
EMAIL	PHONE	
OWNER CONTACT INFORMATION		
OWNER NAME		OWNER PHONE

LOCATION OF LAND
THE AREA OF LAND SOUGHT FOR MODIFICATION CONTAINS _____ (ACRES / SQ FT) AND IS LOCATED ALONG THE <b>N</b> ORTH (circle) <b>S</b> OUTH <b>E</b> AST <b>W</b> EST SIDE OF _____ (STREET NAME) AND APPROX _____ (FEET) (circle) <b>N</b> ORTH <b>S</b> OUTH <b>E</b> AST <b>W</b> EST OF _____ (STREET NAME).
THE AREA OF LAND FOR CONSIDERATION IS FURTHER DESCRIBED ON MICROFICHE # _____ AND/OR DEED BOOK # _____ PAGE # _____ AND IS LOCATED IN MIAMI TOWNSHIP, MONTGOMERY COUNTY, OHIO IN SECTION _____ TOWN _____ AND RANGE _____.

TOTAL LAND AREA OF DEVELOPMENT and ZONING REQUEST	
ENTIRE DEVELOPMENT (ACRES / SQ FT)	TOTAL MODIFICATION REQUEST AREA (ACRES / SQ FT)
AREA IS CURRENTLY ZONED	REZONING REQUESTED TO

### COMMUNITY DEVELOPMENT

**DIRECTOR** CHRISTOPHER E. SNYDER **2700 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342  
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**DEVELOPMENT INFORMATION** *(Check box and fill out sections as applicable)*

<input type="checkbox"/> RESIDENTIAL	<input type="checkbox"/> NON - RESIDENTIAL	<input type="checkbox"/> MIXED USE OR BOTH
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<b>RESIDENTIAL DEVELOPMENT</b>	
<input type="checkbox"/> SINGLE FAMILY <input type="checkbox"/> MULTI FAMILY NUMBER OF (1) BEDROOM UNITS _____ NUMBER OF (2) BEDROOM UNITS _____ OTHER (SPECIFY) _____	TOTAL LAND AREA OF RESIDENTIAL ONLY (ACRES / SQ FT) <hr/> TOTAL FLOOR AREA OF ENTIRE DEVELOPMENT (SQ FT) <hr/> NUMBER OF DWELLING UNITS <hr/>
AVERAGE SIZE OF DWELLING UNIT _____ BUILDING HEIGHT (SHOW ON PLANS) _____ DENSITY OF LAND ARE PER UNIT _____ SQ FT	BUILDING COVERAGE _____ % OPEN SPACE PER UNIT _____ % IMPERVIOUS SURFACE COVERAGE _____ %
NUMBER OF PARKING SPACES (surface and enclosed 9 x 18) _____	

<b>NON - RESIDENTIAL DEVELOPMENT</b>	
TOTAL AREA OF NON - RESIDENTIAL ONLY (ACRES / SQ FT) <hr/>	TOTAL FLOOR AREA OF ENTIRE DEVELOPMENT (SQ FT) <hr/>
TOTAL FLOOR AREA BY USE _____ SQ FT _____ SQ FT _____ SQ FT _____ SQ FT _____ SQ FT	TYPES OF USES (ALSO INDICATE ON DEVELOPMENT PLANS) _____ _____ _____ _____
BUILDING HEIGHT (SHOW ON PLANS) _____ BUILDING COVERAGE _____ % IMPERVIOUS SURFACE _____ %	NUMBER OF PARKING SPACES (surface and enclosed 9 x 18) _____

**Development Plan Approval**

*The applicant shall prepare a definitive statement on how this **Preliminary Plan** will maintain compliance with each of these requirements. Please complete questions below or attach the necessary information and/or materials that show all necessary requirements are met.*

<p>Describe here or attach your schedule of development for this portion of the project. The development must be substantially completed within the period of time specified.</p>	
<p>What covenants, easements, or other provisions are provided in the planned development to protect the public health, safety, morals, and general welfare? (These may include such items as utility and drainage easements, homeowner’s association rules, or landscape buffers and other design criteria. All easements, buffers, etc. must be shown clearly on the plan drawing.)</p>	
<p>Traffic control signals must be provided without expense to Montgomery County when the County Engineer determines that such signals are required to prevent traffic hazards or congestion in adjacent streets. Please provide any comments.</p>	
<p>The streets and driveways on the site of the proposed development must be adequate to serve the residents or occupants of the proposed development. How does your proposal meet this standard?</p>	
<p>Adequate access roads, or entrance and exit drives, shall be provided and shall be so designed as to prevent traffic hazards and to minimize traffic conflicts and congestion in public streets and alleys. How does your proposal meet this standard?</p>	
<p>The location and arrangement of structures, parking areas, walks, lighting and appurtenant facilities shall be compatible with the surrounding land uses. How does your proposal meet this standard?</p>	
<p>Any part of a Planned Development not used for structures, parking and loading areas, or access ways, shall be landscaped, designated as permanent open space or otherwise improved. How does your proposal meet this standard? (Plan drawing must clearly show compliance with this standard.)</p>	
<p>When business or manufacturing structures or uses in a Planned Development District about a Residential District, screening shall be provided as stated in the zoning resolution. Additional screening may be required to meet the other standards in this application.</p> <p>How does your proposal meet this standard? (Plan drawing must clearly show compliance with this standard.)</p>	

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<p>A business or manufacturing structure in a Planned Development District cannot be located nearer than one hundred (100) feet to a residential building. How does your proposal meet this standard? (Plan drawing must clearly show compliance with this standard.)</p>	
<p>The Planned Development shall not jeopardize the public, health safety, morals or general public welfare. Provide a brief statement as to how the proposal fulfills this requirement and if it is your position that the present zoning is not related to the public health, safety, morals, or general public welfare, please set forth all the facts that would tend to support this position.</p>	
<p>The site must be accessible from public roads that are adequate to carry the traffic that will be imposed upon them by the development. How does your proposal meet this standard?</p>	

**Other Considerations**

<p>What is the relationship of the proposed use to adjacent properties and land uses?</p>	
<p>The Planned Development must comply with Montgomery County storm water requirements. How does your proposal meet this requirement?</p>	
<p>What provisions have been or will be made for the care and maintenance of common open space and/or recreational facilities? (Attach copies of any restrictive covenants to be recorded and also any proposed bylaws and articles of incorporation for entity responsible for common open space.)</p>	

**Narrative of Request**

In your own words, please **clearly describe** the request to which you are seeking approval ***in detail*** below. (If there is not enough space, please attach a separate sheet of paper describing your request.)

## Application Checklist

Please confirm the following will be included with your submission by checking each corresponding box.

### THE APPLICATION FEE AND OWNER SIGNATURES

- Cash or check made out to “Miami Township”. See fee schedule for application fees.
- Form must be signed (and notarized) by **ALL** owners of property proposed for rezoning or modification. This means **ALL** individuals listed on the recorded deed.

### REQUIRED SURVEY OF THE TRACT (EXISTING CONDITIONS)

Please provide all submitted plans in the following formats:

ONLINE APPLICATIONS:

- (1) To scale Full Resolution digital PDF

PAPER ONLY APPLICATIONS:

- (1) To scale (full size) printed set
- (1) 11x17 or 8.5x11 printed copy

A survey of the area to be rezoned or approved under a final development plan shall be prepared by a registered surveyor, engineer, or architect of the State of Ohio and be stamped or sealed with the endorsement of the person preparing the plans. The survey shall include the following:

- Changes necessary to the survey submitted with the preliminary plan. If no preliminary plan was filed, then a survey meeting the preliminary plan standards should be prepared.*

### REQUIRED PLOT PLAN & DRAWINGS (PROPOSED FEATURES)

Please provide all submitted plans in the following formats:

ONLINE APPLICATIONS:

- (1) To scale Full Resolution digital PDF

PAPER ONLY APPLICATIONS:

- (1) To scale (full size) printed set
- (1) 11x17 or 8.5x11 printed copy

- A plot plan of the area to be rezoned or approved under a final development plan shall be prepared by a registered surveyor, engineer, or architect of the State of Ohio and be stamped or sealed with the endorsement of the person preparing the plans. Landscaping should be shown on a separate sheet, if it would otherwise obscure necessary information on the plot plan and will have to be stamped by a registered landscape architect upon submission for a zoning certificate. The plot plan/drawings shall include the following:
  - In the case of residential developments, the overall density proposed and the location of all proposed lots, dwellings units, etc. shall be shown on the plan and the total number of units listed on the plan.*
  - The location and arrangement of all proposed buildings, storage areas, refuse collection areas, fences, etc. Proposed use of each building should be shown on plan.*
  - The location and dimensions of all proposed and required setbacks for buildings and parking areas should be shown with a continuous line or similar marking.*
  - Location of all proposed parking areas, loading areas, walks, drives and paved areas of any kind. Proposed traffic circulation pattern should also be indicated for all commercial projects.*
  - Location of all proposed open spaces, parks, playgrounds or other recreational facilities and areas.*

#### COMMUNITY DEVELOPMENT

- The location, quantity, species, and size of all proposed landscaping.
- The location of all existing trees or other vegetation to be preserved. Indicate construction limits or other areas that will be kept and marked as off limits to equipment or other work.
- The percentage and location of all impervious surface areas.
- The percentage of building coverage.
- A color rendering or elevation drawing of all proposed buildings.
- Location, size, and height of any proposed signs (indicate if a variance from the resolution is requested), building signage should be shown on elevation drawings.
- Location, height, type, and coverage area of all proposed exterior lighting.
- Location of all proposed storm water detention or retention facilities.
- Numerical information, such as number of parking spaces, lot density, housing units, etc. should be shown in a table on the first page of drawings. Location and proposed dimension of any street landscaping buffers and stream or river buffers.
- Proposed front, rear, and side setbacks for all buildings and parking areas shall be indicated in a table and shown on the plan drawing.
- An indication by drawing of the stage or phase that the final development plan represents in relation to the overall preliminary plan.
- A title, date, scale, and north arrow must be provided on each drawing.
- The current plan version or revision date should also be clearly indicated on each plan sheet
- Any additional information desired by the applicant or requested by the Zoning Commission or Board of Trustees.

## **FINAL SET OF PLANS – AFTER APPROVAL**

**Once approved by the Zoning Commission and/or the Board of Trustees, the applicant will be required to provide (1) full scale-able copy of printed plans and (1) PDF of the same.** This plan must reflect any required conditions, such as buffers, building restrictions, covenants, etc., that are required clearly on the plan sheet. This plan will be kept in the file as the approved plan and all items agreed to and approved by the Zoning Commission and/or Board of Trustees must be built and/or regulated as shown and approved by the Board of Trustees.

***I, the undersigned, have read and understand all the above information and have provided all the necessary materials, forms, and information and believe them to be true to the best of my knowledge. I understand that my application will be considered and processed in accordance with the regulations set forth by the Miami Township Zoning Resolution. I understand that the materials provided within this document are subject to public record and will be considered in rendering a decision on this request. I further understand that additional information may be required by Miami Township Staff to further proceed with this hearing.***

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

\_\_\_\_\_  
Date

### **COMMUNITY DEVELOPMENT**



## Property Owner(s) Affidavit

### Property and Applicant Information

_____	_____
<i>Property Address or Parcel Number(s) Associated with this Application</i>	<i>Type of Application (or Case#)</i>
_____	_____
<i>Applicant's Printed Name or Company</i>	<i>Applicant's Phone</i>
_____	_____
<i>Applicant's Signature</i>	<i>Date</i>

### Property Owner(s) Affirmation - (Must be sworn to and signed in front of a notary.)

I (we), \_\_\_\_\_  
*Printed Owner(s) Name*

Hereby affirm that I am (we are) the owner(s) of one (1) of the above noted properties. I (we) understand that the above applicant has submitted an application regarding my(our) property that will be considered and processed in accordance with the regulations set forth by the Miami Township Zoning Resolution. I (we) authorize Miami Township to enter and place a Public Hearing Notification sign on the property, photograph said property, and/or obtain aerial imagery on above the property as needed from now until the conclusion of these proceedings. I (we) understand that the materials provided by the applicant are subject to public record and will be considered in rendering a decision on this request.

_____	_____	_____
<b>Owner #1 Signature</b>	<b>Owner #1 Printed Name</b>	<b>Date</b>
_____	_____	_____
<b>Owner #1 Mailing Address</b>	<b>Owner #1 Phone Number</b>	

State of \_\_\_\_\_, County of \_\_\_\_\_ } ss.  
**Being duly sworn/affirmed,** \_\_\_\_\_ personally appeared before me and  
 subscribed in my presence on this day, \_\_\_\_\_ 20 \_\_\_\_.

*Notary Stamp*

_____	_____
<i>Notary Public Signature</i>	<i>My Commission Expires</i>

_____	_____	_____
<b>Owner #2 Signature (if applicable)</b>	<b>Owner #2 Printed Name</b>	<b>Date</b>
_____	_____	_____
<b>Owner #2 Mailing Address</b>	<b>Owner #2 Phone Number</b>	

State of \_\_\_\_\_, County of \_\_\_\_\_ } ss.  
**Being duly sworn/affirmed,** \_\_\_\_\_ personally appeared before me and  
 subscribed in my presence on this day, \_\_\_\_\_ 20 \_\_\_\_.

*Notary Stamp*

_____	_____
<i>Notary Public Signature</i>	<i>My Commission Expires</i>