



Planned Development Regulation Amendment (PDRA)

To apply online please visit our website at: 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		
APPLYING FOR AN AMENDMENT TO THE FOLLOWING AREA COVERED BY AN EXISTING PLAN <input type="checkbox"/> ALL <input type="checkbox"/> PHASE / SECTION _____	AREA (S) CURRENTLY ZONED	RECEIVED AMOUNT / CHECK #
PREFERRED CONTACT METHOD <input type="checkbox"/> EMAIL PREFERRED <input type="checkbox"/> PHONE PREFERRED	EMAIL _____ PHONE _____	CASE NUMBER (S)
		ZC MEETING DATE
OWNER CONTACT INFORMATION		
OWNER NAME		OWNER PHONE

LOCATION OF LAND	
THE AREA OF LAND SOUGHT FOR AMENDMENT CONTAINS _____ (ACRES / SQ FT) AND IS LOCATED ALONG THE (circle) N ORTH S OUTH E AST W EST SIDE OF _____ (STREET NAME) AND APPROX _____ (FEET) (circle) N ORTH S OUTH E AST W 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/OR TOTAL AMENDMENT AREA	
ENTIRE DEVELOPMENT (ACRES / SQ FT)	TOTAL AMENDMENT REQUEST AREA (ACRES / SQ FT)

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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RESIDENTIAL DEVELOPMENT

<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) TOTAL FLOOR AREA OF ENTIRE DEVELOPMENT (SQ FT) NUMBER OF DWELLING UNITS
ENTIRE DEVELOPMENT	AMENDMENT AREA
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 _____ %	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) _____	NUMBER OF PARKING SPACES (surface and enclosed 9 x 18) _____

NON - RESIDENTIAL DEVELOPMENT

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

Development Plan Approval

The applicant shall prepare a definitive statement on how this plan or amendment 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.</p>	
<p>How will the site be accessible from public roads that are adequate to carry the traffic that will be imposed upon them by the proposed development, and provide for pedestrian accessibility and connectivity throughout the design?</p>	
<p>How will the development adequately address issues related to compatibility with adjacent uses, environmental issues, and overall design compatibility, including lighting and landscaping and do so in a manner that improves upon what could be achieved under the non-PD zoning standards?</p>	
<p>How does the development or development standards produce a superior design and construction product than what would normally occur under the non-PD zoning standards?</p>	
<p>Is the development or developments standards in accordance with the goals and policies of the Comprehensive Plan?</p>	
<p>If the project is proposed to contain non-residential uses, describe how the conditions imposed mitigate any potential significant impacts associated with the proposal, including maintaining a minimum fifty (50) foot distance from a retail, office or other non-industrial business structure or one hundred (100) foot distance from a manufacturing structure to a residential building outside of the Planned Development District with a minimum thirty (30) foot property line setback for a retail, office or other non-industrial business use and fifty (50) foot property line setback for a manufacturing use along any property lines adjacent to a residentially zoned property.</p>	

Other Considerations

<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.)

Site Planning / Development Standards

The development standards, site plan, landscaping plan, and lighting plan during the preliminary or final review shall provide, among other things:

- A. The physical character of the site shall be suitable for development in the manner proposed without hazards to persons or property on or off the site from probability of flooding, erosion, subsidence, or slipping of the soil or other dangers, annoyances, or inconveniences.
- B. The site shall provide access to streets that are of adequate size to handle the proposed traffic from the development. Where possible or as required for the provision of emergency services, the site design should provide multiple connection points to more evenly distribute traffic into and outside of the proposed development area. It must either be so located in relation to utilities and public facilities existing or to be developed so that no additional public expense will be involved.
- C. Efficient, safe, convenient, and harmonious grouping of structures, uses, and facilities to protect existing natural features and to screen more intense uses.
- D. Location of common open space, existing and protected trees, and other similar site amenities.
- E. Protection of pedestrian and traffic visibility.
- F. Screening of off-street parking areas, and service areas for loading and unloading vehicles, and areas for storage and collection of trash and garbage.
- G. Where the Planned Residential District abuts another Residential District a permanent open space at least twenty-five (25) feet wide shall be provided along the property lines. A patio enclosure or similar type addition to an existing single-family detached residence may extend ten (10) feet into this open space, subject to approval as a Major Modification. A ten (10) foot depth along the property lines shall be maintained in landscaping and no driveway or off-street parking shall be permitted in such area.
- H. Location of light poles, bollards, and other fixtures that emit light.

APPLICANT CHECKLIST

IS THIS THE CORRECT APPLICATION?

Planned Development Regulation Amendment (PDRA)

Amendments to the adopted standards of a Planned Development shall be noticed and heard at a public hearing in the manner prescribed for zoning map amendments under Article 6 of the Miami Township Zoning Resolution.

Planned Development Regulation Amendments shall be characterized by:

- a. A change in the use of land beyond the permitted land uses described in the approved development plan standards or shown on an approved preliminary or final development plan, including expansion of exterior storage of items previously prohibited or into areas generally not permitted for exterior storage;
- b. A change to or adoption of new or revised development standards and any modifications impacting an otherwise required, prohibited or restricted feature of the development plan; such as, but not limited to, a setback standard, prohibited use, required site elements, restricted hours of operation, or other general standards, except as permitted for signage standards under Subsection 3111.A.2(f) within the Miami Township Zoning Resolution.
- c. A reduction in the amount of public open space, pedestrian amenities, or other public amenities that are specifically required as part of an approved plan.

Relationship to Preliminary, Final, and Master Planned Development Plan:

- a. Upon approval of an amendment to the standards for a specific Planned Development, the applicable Preliminary, Final, or Master Planned Development Plan (if no preliminary plan was approved) may be updated to reflect any appropriate changes to any listed standards, if so, listed on the plan, without any additional approvals required.
- b. A change in the use of land beyond the permitted land uses described in the approved development plan standards or shown on an approved preliminary or final development plan, including expansion of exterior storage of items previously prohibited or into areas generally not permitted for exterior storage;
- c. A change to or adoption of new or revised development standards and any modifications impacting an otherwise required, prohibited or restricted feature of the development plan; such as, but not limited to, a setback standard, prohibited use, required site elements, restricted hours of operation, or other general standards, except as permitted for signage standards under Subsection 3111.A.2(f) above.
- d. A reduction in the amount of public open space, pedestrian amenities, or other public amenities that are specifically required as part of an approved plan.

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:

PAPER ONLY APPLICATIONS:

- | | |
|---|---|
| <input type="checkbox"/> (1) To scale Full Resolution digital PDF | <input type="checkbox"/> (1) To scale (full size) printed set |
| | <input type="checkbox"/> (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:

PAPER ONLY APPLICATIONS:

- | | |
|---|---|
| <input type="checkbox"/> (1) To scale Full Resolution digital PDF | <input type="checkbox"/> (1) To scale (full size) printed set |
| | <input type="checkbox"/> (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.*

- 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) PDF copy of plans and development standards. 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



Property Owner(s) Affidavit

Original Signatures are required and must be submitted as part of this application.

Please send to: Miami Township Community Development, 2700 Lyons Road, Miami Township, Ohio 45342

Property and Applicant's Information – Please make a copy for your own records and submit original signed copy.

_____	_____
<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. Original signatures required.

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.

_____	_____	_____
Owner #1 Signature	Owner #1 Printed Name	Date
_____	_____	_____
Owner #1 Mailing Address	Owner #1 Phone Number	

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

Notary Stamp

Notary Public Signature *My Commission Expires*

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

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

Notary Stamp

Notary Public Signature *My Commission Expires*