



CITY OF GROVE CITY
 4035 Broadway
 Grove City, Ohio 43123
 (614) 277-3000
 Fax (614) 277-3011
www.ci.grove-city.oh.us

**PRELIMINARY DEVELOPMENT PLAN
 APPLICATION
 FEE \$150.00**

Date Submitted _____

PROJECT INFORMATION		
PROJECT NAME		
PROPERTY LOCATION/ADDRESS		
PARCEL TAX ID #		
EXISTING ZONING	PROPOSED ZONING	
PROPERTY OWNER(S)		
MAILING ADDRESS		
DAYTIME TELEPHONE ()	FAX NUMBER ()	E-MAIL

APPLICANT/AGENT		
NAME OF APPLICANT		
MAILING ADDRESS		
DAYTIME TELEPHONE ()	FAX NUMBER ()	E-MAIL
DESIGNATED CONTACT PERSON	DAYTIME TELEPHONE ()	

I, _____, the applicant or the applicant's duly authorized agent, have read and understand the contents of this submittal. The information contained, including attached exhibits, is complete and true/correct, to the best of my knowledge. A completed checklist and required checklist items accompanies this application.

Site visits to the property may be necessary by City representatives. The Owner/Applicant hereby authorizes representatives to visit and/or photograph the property described in this application.

Signature of Applicant _____ Date _____

Signature of Owner _____ Date _____

FOR OFFICE USE ONLY		
DATE RECEIVED	PAYMENT RECEIVED/AMOUNT	CHECK NUMBER
RECEIVED BY	DATE SCHEDULED FOR PC	TEXT INCLUDED YES ___ NO ___
PROJECT ID #	PLANNING COMMISSION ACTION APPROVED _____ DISAPPROVED _____	

THE CITY OF GROVE CITY

PRELIMINARY DEVELOPMENT PLAN APPLICATION CHECKLIST

Please submit eighteen (18) copies of the following information in addition to the \$150.00 Preliminary Development Plan fee no later than 4:00 PM two (2) weeks prior to the Planning Commission meeting you wish this application to be considered. Please be advised that plans must be folded and no application shall be considered complete without the proper fee.

Place all the following information on a scaled drawing on a 24” x 36” sheet.

- ___ 1. A title block in the lower right hand corner containing:
 - “Preliminary Development Plan”
 - Name of project
 - Name and address of owner
 - Date
- ___ 2. Location Map, North Arrow (up or to the left)
- ___ 3. Locations of existing trees 6” or greater in diameter (Separate sheet) (Chap. 1135.14 b1)
- ___ 4. The property dimensions and boundary lines of the site, including total acreage and /or total square footage of site, and approximate distance to the nearest cross street.
- ___ 5. Existing or proposed building locations on or adjacent to the property.
- ___ 6. Existing public streets or private drives with street name, right-of-way and pavement width, median openings and all turn lanes. (see Chap. 901)
- ___ 7. Existing zoning of parcel and adjacent parcels.
- ___ 8. Proposed areas of dedication, if necessary, including streets, alleys, easements and their dimensions. (Chap. 1141.01a)
- ___ 9. Points of ingress / egress including width of driveways and distances between driveways.
- ___ 10. Existing or proposed driveways adjacent to or across the street from the property including their widths. (Chap. 1105.03)
- ___ 11. Parking areas and spaces including parking aisles. (Chap. 1136.06)
- ___ 12. Proposed lot coverage, including total square footage proposed in project and percentage of square footage of landscaping. (Chap. 1136.06)
- ___ 13. Topography shown at five (5) foot contours or less.
- ___ 14. Any required or proposed screening walls or fences. (Chap. 1136.08)
- ___ 15. Any existing creeks, open ditches, woods, and landscaping. (Chap. 1136, 1137.05)
- ___ 16. Proposed yards or open space. (Chap 1131.03, 1135.15, 1141.01b)
- ___ 17. A narrative describing the nature of the project to be at least one paragraph long.

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PRELIMINARY DEVELOPMENT PLAN APPLICATION CHECKLIST

PLANNED UNIT DEVELOPMENT DISTRICTS 1135.14(b)

In accordance with the requirements of the Planned Unit Development District, the applicant must submit the four (4) items listed below and illustrate them on the Preliminary Development Plan, per Section 1135.14 (b) of the Codified Ordinances.

These items are mandatory in addition the requirements of the Preliminary Development Plan Checklist per Section 1101.08 of the Codified Ordinances:

1. Proposed site plan, showing building locations, locations of existing trees six inches (6") or greater in diameter, and land use areas.
2. Proposed traffic circulation, parking areas, pedestrian walks and landscaping
3. Proposed major utility locations.
4. Proposed construction sequence for buildings, parking spaces, and landscaped areas.

Failure to illustrate all required checklist items on the submission will be viewed as an incomplete application and will not be placed on the Planning Commission Agenda.