

City of Franklin, Ohio
MAJOR SUBDIVISION APPLICATION
Preliminary Plat
UDO Chapter 1111 and Section 1115.06

Application No. _____

The undersigned owner(s) of the following property hereby submit this application requesting approval of a proposed major subdivision, as specified below.

1. Name of Applicant(s): _____

2. Mailing Address: _____

3. Phone Number: _____ (home) _____ (work)

4. Address of the property proposed for subdivision: _____

5. Name of Developer, if different than above: _____

Address: _____ Phone: _____

6. Current Zoning District: _____ Current Use: _____

7. Proposed Subdivision Type: Residential Commercial Industrial Mixed Compatible Uses

8. Proposed Use: _____

The following items must be submitted with this Application:

_____ A. If the applicant is not the owner of the subject property, a notarized letter of authorization from the property owner(s), designating the applicant as his/her/their representative.

_____ B. A **Legal Description** of the property – either a deed or a drawing prepared by a surveyor registered in the State of Ohio.

_____ C. A **List of Property Owners** of property that is contiguous to the property proposed for the PUD or that is across the street from it (The list shall be based upon the Preble County Auditor’s current tax lists).

_____ D. A **General Supporting Narrative** explaining what is being proposed and why. The narrative shall explain the development proposal in the context of existing structures on the property and adjoining properties and shall provide the approximate allocation of land use by acreage and type, and shall provide an estimate of the population of the project at build-out.

_____ E. A **Statement** addressing the following:
(1) The relationship of the proposed Subdivision to the City’s Comprehensive Land Use Plan;
(2) The general character of, and the uses to be included in, the proposed Subdivision;
(3) The total area to be included in the Subdivision, including area for open space, residential density computations (as applicable), the proposed number of dwelling units or commercial units, population analysis, availability or requirements for municipal services, and any other similar data relevant to a comprehensive evaluation of the proposed development;

- (4) A general summary of the estimated value of structures and site improvement costs, including landscaping and special features;
- (5) A general outline of the organizational structure of any property owners' or management's association proposed to be established for the purposes of providing any necessary private services; and
- (6) Any proposed departures from the development standards set forth in Chapter 1111.

_____ F. A **Preliminary Plat**, drawn on 24" x 36" sheets, at a scale of not less than 1" = 100' including:

- (1) Name and address of the developer, the property owner(s), land planner, landscape architect, engineer and/or surveyor;
- (2) Adjoining property owners, deed references and/or recorded subdivision names, recording references and adjoining property structures within 300 feet or as specified by the City Engineer;
- (3) Vicinity map (section and range);
- (4) The ownership, acreage and boundaries of all adjacent properties within 300 feet of the subdivision or as specified by the City Engineer. If a recorded subdivision adjoins the subject site, the subdivision name, lot numbers, block numbers and recording number shall be indicated with dashed lines;
- (5) North arrow;
- (6) Title block shall be in the lower right-hand corner. The title block shall include title "Preliminary Plat", sheet title, proposed subdivision name, developer and Engineer who prepared the Plat, scale of the Plat, tax map and parcel numbers, sheet index, date and revisions numbered and dated;
- (7) Boundary of the proposed subdivision clearly indicated by a heavy line with bearings and distances; and
- (8) Existing topography at 2 foot intervals for slopes under 10% and at 10 foot intervals for slopes 10% or greater. Contour lines shall be indicated 50 feet beyond the subdivision boundary.

_____ G. The **Existing Conditions Map** and text shall indicate the proposed subdivision and all property within 200 feet of the proposed subdivision or as specified by the City Engineer, the following conditions depicted to scale:

- (1) Existing generalized natural features;
- (2) Existing zoning;
- (3) Existing utilities, including: water; sanitary sewer and stormwater facilities, (indicating approximate pipe sizes and directions of slope); underground transmission lines; electric and telephone poles; street lights; fire hydrants; landfills; and public utility easements;
- (4) Existing streets and roads, including: locations, widths and names of all streets and roads; existing easements; and streets which have been preliminarily approved or recorded but which remain unimproved shall be indicated;
- (5) Existing community facilities, including parks and recreation facilities; and
- (6) Comprehensive Development Plan recommendations for the subject site and applicable zoning districts and standards;

_____ H. **Proposed Subdivision Plan:** The following proposed improvements are to be superimposed on top of the Existing Conditions Map:

- (1) Proposed generalized land use, including proposed building footprint;
- (2) Proposed layout of all proposed and existing lots with approximate dimensions and minimum area in square feet (acres if lot size is greater than 100,000 square feet), section number, phase number and part number, building lines, lot frontages and required setbacks;
- (3) Lot numbers in numerical or alphabetical order throughout the entire subdivision;
- (4) The location, dimensions, use and area of all property proposed to be reserved or temporarily reserved for public use, or reserved for the use of all property owners in the subdivision and the location, dimensions and purposes of any proposed easements; and
- (5) Total number of lots, area of lots and parcels, area of public roadways, areas of open space dedications, and total area of the subdivision.

_____ I. **Proposed Water, Sanitary Sewer, and Stormwater:** The following improvements are to be superimposed on top of the Existing Conditions Map:

- (1) Proposed water system;
- (2) Proposed sewer system;

- (3) Proposed drainage and stormwater management systems, including: the type of structures; drainage easements; proposed changes in topography; the 100-year floodplain (floodway and floodway fringe shall be indicated separately); and
- (4) A preliminary storm drainage study including an evaluation of drainage structures and/or drainage systems, both upstream and downstream, affected by the drainage from the area covered by the Preliminary Plan, as directed by the City Engineer.

- _____ J. **Proposed Circulation:** The following improvements are to be superimposed on top of the Existing Conditions Map:
- (1) Proposed streets and roads, including: widths of rights-of-way and pavements; tentative profiles of each street centerline; tentative horizontal curve data; and typical cross sections of each type of street proposed;
 - (2) Proposed sidewalks and bike paths, including: locations; widths of rights-of-way; surface widths; and typical cross sections; and
 - (3) Proposed locations of street trees and landscape features.
- _____ K. **Proposed Sedimentation and Erosion Control:** The following improvements are to be superimposed on top of the Existing Conditions Map:
- (1) Locations and extent of tentative erosion and sedimentation control measures; and
 - (2) Preliminary grading plan for the entire area covered by the Preliminary Plat.
- _____ L. A **Site Development Plan** in accordance with UDO section 1111.05(i) and, if appropriate, a Stormwater Management Plan as required under UDO section 1111.05(j). A Grading Plan may also be required by the City Engineer pursuant to UDO section 111.05(k).
- _____ M. **Parkland Requirements and Standards (1111.04).** The applicant shall submit a calculation of the total population of the Subdivision (in accordance with 1111.04(e)) and shall indicate whether he/she/it wishes to dedicate land as parkland, to pay a fee in lieu of dedication, or a combination of parkland dedication and fee payment.
- _____ N. **Application Fee.**

BE ADVISED THAT THE SUBMISSION OF ADDITIONAL SUPPORTING INFORMATION MAY BE REQUIRED.

Significance of Approved Application and Preliminary Plat. If this application and Preliminary Plat are approved, such approval shall:

- A. Establish the development framework for the project, including the general location of open space, development areas, densities, unit types, recreational facilities and street alignments;
- B. Be the basis for the applicant to proceed with detailed planning and engineering in reliance on the approved Preliminary Plat;
- C. Provide the benchmark for the Planning Board to consider and approve amendments to the Final Plat; and
- D. Authorize the applicant to apply for all other required regulatory approvals for the project or subsequent phases thereof.

****The applicant should check with the City's Division of Building & Zoning in regards to any building code requirements or other permits required by the City. Acceptance and/or approval of this application is not a guarantee against a change in development requirements or standards due to unforeseeable circumstances once the project and/or construction begins. The applicant is advised to consult with specialists as needed.****

Signature of Applicant(s)

DATE: _____

OFFICE USE ONLY

Received Date: _____

TRC Meeting: _____

Legal Notice: _____

Mailings: _____

PC Meeting: _____

Approved

Approved with Modifications: _____

Denied

Date of Approval or Denial: _____

Date Notice Mailed to Applicant: _____

Expiration Date of Preliminary Plat: _____