



ARTICLE 14-SITE PLAN REVIEW APPLICATION

(ALL DISTRICTS)

<p>APPLICATION NO: _____</p> <p>DATE FILED : _____</p> <p>DATE ZONING COMMISSION PUBLIC HEARING: _____</p> <p>DATE TRUSTEE PUBLIC HEARING: _____</p> <p>FINAL DECISION ON FINAL SITE PLAN:</p> <p><input type="checkbox"/> APPROVED (conditions must be attached and signed by Zoning Commission, Trustees & Applicant DATE: _____)</p> <p><input type="checkbox"/> DENIAL (letter detailing reason and whether re-submission of application would be warranted) DATE: _____</p> <p><input type="checkbox"/> NOT APPLICABLE – THIS IS A PRELIMINARY / CONCEPT SITE PLAN ONLY</p> <p>For questions regarding this application, please contact the Eaton Township at (440)748-2236.</p>	<table style="width: 100%; border-collapse: collapse;"> <tr style="background-color: yellow;"> <td><input type="checkbox"/> PRELIMINARY/CONCEPT SITE PLAN</td> <td style="text-align: right;">250.00</td> <td style="text-align: right;">FEE\$ _____</td> </tr> <tr> <td><input type="checkbox"/> FINAL SITE PLAN REVIEW APPLICATION</td> <td></td> <td style="text-align: right;">FEE\$ _____</td> </tr> <tr> <td><input type="checkbox"/> BIG BOX COMPANY</td> <td></td> <td style="text-align: right;">FEE\$ _____</td> </tr> <tr> <td><input type="checkbox"/> NON-COSD HOUSING DEVELOPMENT</td> <td></td> <td style="text-align: right;">FEE\$ _____</td> </tr> <tr> <td><input type="checkbox"/> COSD HOUSING DEVELOPMENT</td> <td></td> <td style="text-align: right;">FEE\$ _____</td> </tr> <tr> <td><input type="checkbox"/> OTHER BUSINESS USE (industrial, retail, commercial)</td> <td></td> <td style="text-align: right;">FEE\$ _____</td> </tr> </table> <p>TOTAL FEE: \$ _____ (must accompany application)</p> <p><i>*All housing developments must have Housing Development Lot Size Approval form accompanying this application.</i></p> <p>Site Plan Review Applications expire 365 calendar days from the filing date (if not approved).</p>	<input type="checkbox"/> PRELIMINARY/CONCEPT SITE PLAN	250.00	FEE\$ _____	<input type="checkbox"/> FINAL SITE PLAN REVIEW APPLICATION		FEE\$ _____	<input type="checkbox"/> BIG BOX COMPANY		FEE\$ _____	<input type="checkbox"/> NON-COSD HOUSING DEVELOPMENT		FEE\$ _____	<input type="checkbox"/> COSD HOUSING DEVELOPMENT		FEE\$ _____	<input type="checkbox"/> OTHER BUSINESS USE (industrial, retail, commercial)		FEE\$ _____
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Please fill out completely:

Project name:.....

Applicant's Name.....

AddressPhone

Email :.....

Name and address of present owner (if other than above):

Landowner

AddressPhone

Email :.....

Interest of applicant if other than owner

Location of parcel: Address

Permanent Parcel Number

Existing Zoning Classification

Existing Land Use

Proposed land use (including hours of operation, if applicable):.....

Square feet of Proposed Use (if residential, also include number of proposed dwelling units & Housing Development

Lot Size approval form **MUST** accompany this application):

New construction Addition.....

Accessory Building Reconstruction

Parking Lot Other.....

Estimated cost of construction \$

For Application to be complete, the following items must be included: Site Plan Application, completed Site Plan Drawing Checklist, Ten copies of Site Plans that meet the requirements of ARTICLE 14-Site Plan Review of the Eaton Township Zoning Resolution, and all building elevations. The undersigned state(s) that this Application is true, accurate, and complete with all required documentation. Eaton Township relies on the completeness, relevancy, and accuracy of the Site Plan Review Application. Any omission from, or misrepresentation in, the Application, Exhibits and data (submitted at any time during the application for Site Plan Review and Certificate of Zoning, or use of the premises by the Applicant or agent, invitees, etc.) shall be the basis for the Board to void any permits, Certificate, and plan approvals, previously granted. No change or alteration to the building or land shall be initiated during the period that the Application for site plan review is pending.

Applicant Signature _____ Date _____

Owner Signature _____ Date _____

(Do Not Write in the Space Provided Below)
OR OFFICE USE ONLY

Received by _____ Date _____ Fee _____ Receipt # _____ Check # _____

ACTION	DATE	CHAIRPERSON	APPROVAL / DENIAL	REMARKS	CONDITIONS
			<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED		
			<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED		

SITE PLAN REVIEW – APPROVAL WORKSHEET WILL BE ATTACHED AND GIVEN TO APPLICANT WITH ANY APPROVAL AND/OR DENIAL



ARTICLE 14-SITE PLAN REVIEW APPLICATION

(ALL DISTRICTS)

SITE PLAN CHECKLIST

PROJECT _____ DATE _____

ADDRESS _____

This checklist is to ensure your compliance to the Zoning Resolution requirements.

REQUIREMENTS FOR FINAL SITE PLAN REVIEW

13 sets of these documents

(7 Zoning Commission members, 1 zoning secretary, Site Plan File, 3 trustees, 1 fiscal officer)

- Form 121 – Site Plan Review Application
 - Form 133 – zoning file contact sheet
 - Legal description / copy of deed(lease) - If applicant is not the owner include a letter granting authority to act.
 - Parcel address and general location sketch
 - Title and Scale of drawing, north arrow, and Engineer's or Architects signature and seal.
 - (architect stamped – engineered drawings) Full set of blue-line or black-line blueprints of the site plan on paper in 11"x17" size including plot plan. Should include parcel drawing drawn to scale showing road, road R-O-W, all sides of property, exact size and location of existing building on property, if any, location and dimensions of the proposed building(s) or alteration(s). Plans must include final grade and drainage flow; sidewalks; amenities; mailboxes; of any signage; of all off-street parking & loading; of all landscaping; all drainage/detention/retention; all street and/or parking lot lighting; and the design of all buildings, structures, fences etc.
 - (if applicable) NOACA approval
 - (if applicable) septic serviceability –LCGHD - Lorain County General Health District
 - (if applicable) Army Corp Of Engineers
 - UTILITY: RLWCA letter of serviceability for water
 - (if applicable) ODOT approval/updates
 - (if applicable) UTILITY: LORCO- letter of serviceability for sewer
 - (if applicable) EPA notifications
 - (if applicable) Housing development form #136
 - (if applicable) Approval letter of service from Fire Dept (Eaton)
 - (if applicable) Approval letter of service from law enforcement (Lorain County Sheriff)
 - (if applicable) Div Of Soil & Water, updates & letter of status
 - UTILITY: gas/electric
 - (if applicable) HOA / COA agreements (list of deed restrictions)
 - all local, state, county, federal permits if applicable
 - SWPPP'S approvals (see 4.12E in resolution)
- (1) Scanned copies of all above listed documents that are applicable to this application put on a disk or flash drive.
 - (1) blue-line or black-line prints of the site plan on paper no larger than 24" by 36"
 - (1) List of all property owners a list of all property owners within, contiguous to and directly across the street from the parcel(s) to be rezoned, showing the name and address of each property owner as listed on the county auditor's current tax list. (or 4 address labels for each property)
 - Fee (payable by check or cash only) must accompany this application (see fee schedule on form 9)

REQUIREMENTS FOR PRELIMINARY / CONCEPTUAL SITE PLAN REVIEW

13 sets of these documents

(7 Zoning Commission members, 1 zoning secretary, Site Plan File, 3 trustees, 1 fiscal officer)

- Form 121 – Site Plan Review Application
 - Form 133 – zoning file contact sheet
 - Legal description / copy of deed(lease) -
 - Parcel address and general location sketch
 - Title and Scale of drawing, north arrow, (general drawings)
 - Full set of blue-line or black-line blueprints of the site plan on paper in 11"x17" size including plot plan. Should include parcel drawing drawn to scale showing road, road R-O-W, all sides of property, exact size and location of existing building on property, if any, location and dimensions of the proposed building(s) or alteration(s). Plans must include any signage; all off-street parking & loading; all landscaping; all street and/or parking lot lighting; and the general design of all buildings, structures, fences etc. (These do not have to be engineering drawings).
- (1) Scanned copies of all above listed documents that are applicable to this application put on a disk or flash drive.
 - (1) blue-line or black-line prints of the site plan on paper no larger than 24" by 36"
 - (1) List of all property owners a list of all property owners within, contiguous to and directly across the street from the parcel(s) to be rezoned, showing the name and address of each property owner as listed on the county auditor's current tax list. (or 4 address labels for each property)
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