

CITY OF WELLSTON
PLANNING AND ZONING COMMISSION APPLICATION

Please Check Appropriate Box(es)

- Preliminary Site Plan (Fee \$50 + \$10/Acre) Final Site & Architectural Review (Fee \$50 + \$10/Acre)
 Architectural Review/Re-Imaging (Fee \$50) Rezoning (Fee \$100 + \$10/Acre)
 Preliminary Subdivision (Fee \$100 + \$5/Lot) Final Subdivision (Fee \$200 + \$10/Lot)
 Miscellaneous Review (Fee \$25): Type: _____

PROJECT INFORMATION (Please Print)

Project Address: _____ Zoning: _____

Parcel Number(s): _____

COMPLETE BELOW AS APPLICABLE (Please Print)

Proposed Use: _____

Building Area: _____ Lot Acreage: _____

Number of Sublots: _____ Acreage in Sublots: _____

Acreage in Open Space or Village Green: _____ Proposed Zoning Classification: _____

NAME AND ADDRESS OF APPLICANT: (Print Full Address)

Company Name: _____

Contact Person: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Cell Number: _____

Fax Number: _____ Email Address: _____

APPLICANT SIGNATURE: _____ **DATE:** _____

NAME AND ADDRESS OF PROPERTY OWNER: (Authorization required if different than Applicant)

Company Name: _____

Contact Person: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Cell Number: _____

Fax Number: _____ Email Address: _____

The undersigned Owner agrees that the above person (Applicant) shall, for the sole purpose(s) set forth herein, have the full authority to act as an agent for the Property Owner shall be, for all purposes set forth herein, deemed an agent in the direct employment of the above-referenced for the following purposes (provide a complete description of the scope of the agency relationship): and shall have full power and authority to act in the name of the above-referenced, make application(s), receive information and notices, represent, and bind same in any matters falling within the scope of the purpose(s) set forth herein above.

OWNER SIGNATURE: _____ **DATE:** _____

Staff Use Only:

Fee Paid Notice Sign Given to Applicant Meeting Date: _____

Zoning Commission meetings are at 4 p.m. on the first floor of the Municipal Building in Conference Room, 2nd Wednesday of the Month

Received By: _____

Wellston Municipal Building, 203 East Broadway Street, Wellston, Ohio 45692 www.cityofwellston.org

Department of Zoning Phone 740-384-3842 \ Fax 740-384-3357 \ Email: CODE@cityofwellston.org

CITY OF WELLSTON PLANNING AND ZONING COMMISSION APPLICATION

THE FOLLOWING ITEMS SHALL BE ADDRESSED AS PART OF THE APPLICATION:

SITE DATA:

<p>Letter Addressing the City Engineer's & Stipulations per the preliminary site plan</p> <p>Name of Development</p> <p>Name & Address of Developer and Owner (If Different)</p> <p>North Arrow, Date and Number of Sheets</p> <p>Scale 1" = 50' or Larger</p> <p>Ownership, Use & Zoning of Adjacent Properties</p> <p>Status of Existing Buildings on Site</p> <p>Proposed Building Set Back(s)</p> <p>Size, Location & Type of Vehicular Ingress & Egress for Site & Existing Drives Adjacent within 50' of the Site</p> <p>Size, Location & Type of Pedestrian Access</p> <p>Location & Dimensions of all Parking Spaces & Bays, Dock & Loading Spaces</p> <p>Parking Analysis (Number of Parking Spaces Required/ Provided)</p> <p>Type of Surface in Parking & Walk Areas Including Curbs</p>	<p>Cross-Section & Structural Design of Pavement Including Curb Type. (Including Note for 8" Concrete Apron)</p> <p>Finished Grade of Site by Contour (Including Curbs & Paved Areas and Finished Floor Elevation of all Proposed Buildings)</p> <p>Traffic impact study done by a Engineer qualified and pre-approved by the City Engineer</p> <p>Copy of the permit application or a wetlands delineation affirmation submitted to the U.S. Army Corps of Engineers.</p> <p>Location, Name & Dimensions of all Right-of-Way & Easements</p> <p>Location & Height of Fences, Walls, or Screening</p> <p>Location and Screening of Refuse Pad(s)</p> <p>Exterior Lighting Plan</p> <p>Landscape/Tree Management Plan (Including Plant List, Sizes & Quantities)</p> <p>Location & Type of Buffers</p>
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Building Data:

<p>Building Elevations Showing Architectural Style & Roof Mounted HVAC Units</p> <p>Building Height</p> <p>Number of Floors and Total Area</p>	<p>Floor Plan</p> <p>Building Material List Including Size, Type & Color</p> <p>Building Materials on Sample Board & Color Rendering</p>
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Storm Drainage:

<p>Calculations of Existing & Proposed Storm Runoff in Conformance with Current City Policy (2 Copies)</p> <p>Location, Type & Size of Catch Basins, Inlets, Pipes & Other Drainage Structures</p>	<p>Location, Size, Type & Grade of All Ditches</p> <p>Erosion Control Methods</p> <p>Drainage Design Standards of the City Completed (2 Copies)</p>
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UTILITIES:

<p>Location & Size of Existing Facilities</p> <p>Location & Size of Proposed Facilities</p> <p>Electrical Service Plan</p>	<p>Letter from Appropriate Utility Company (Only Required for Multi-Family, Large Commercial or Industrial Projects or as Requested)</p>
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NOTES: A total of 19 copies of the plans are required. NO SHEET SHALL EXCEED 42" IN SIZE. 14 Copies can be submitted as 11" x 17" if they are legible. The other five (5) sets are required to be full size. A digital copy of all plans and documents shall also be submitted. This can be either via email (10 MB maximum), DVD, flash drive or other means. Additional or revised information for tabled agenda items need to be submitted at least ten (10) working days prior to the Planning and Zoning Commission meeting. Questions can be directed to the Planning and Zoning Department at (740)384-3842.