



# Application for Planned Unit Development (PUD) Concept Development Plan Review

## DEPARTMENT OF COMMUNITY DEVELOPMENT

697 Neeb Road, Cincinnati, Ohio 45233  
Phone: (513) 922-2705 Email: [zoning@delhi.oh.us](mailto:zoning@delhi.oh.us)

**\*\*\* PLEASE READ BEFORE COMPLETING THE APPLICATION \*\*\***

- **Required** – Submission of a complete application, including all of the items listed in the application checklist.
- Applications and applicable fees shall be submitted by no later than **4:00 p.m.** on the application deadline date.
- Submitted applications and all checklist items shall be reviewed by Township staff for completeness. Submittals found to be incomplete will be rejected and the application **will not** be placed on the Commission agenda. If an application is found to be incomplete, the applicant may submit the missing materials by the application deadline date to complete the application.
- **No late submittals or additional information will be accepted after the application deadline.**
- **Any construction and/or occupancy of the site for which the amendment is being requested for shall not commence until approval is granted and all appropriate permits are obtained by the Township and the County Building Department.**
- **Application fees are non-refundable.**

**Project Site Information** *(Please print clearly)*

Address of land to be rezoned: \_\_\_\_\_

Present Zoning District: \_\_\_\_\_ Present Use of the Land: \_\_\_\_\_

Proposed Zoning District: \_\_\_\_\_ Proposed Use of the Land: \_\_\_\_\_

Parcel(s): \_\_\_\_\_ Acreage: \_\_\_\_\_

Owner of Property: \_\_\_\_\_

Owner's Address (Street): \_\_\_\_\_

City, State and Zip Code: \_\_\_\_\_

Owner's Telephone Number: \_\_\_\_\_

**Applicant Information** *(Please print clearly)*

Applicant: \_\_\_\_\_  Owner  Agent  Representative  Other

Company: \_\_\_\_\_

Applicants Address (Street): \_\_\_\_\_

City, State, and Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Please contact the Department of Community Development prior to making your application submittal. Staff is available to assist you in reviewing all application material requirements to ensure that your application is complete.

Staff

Applicant

Check

Check

**APPLICATION CHECK LIST**

Yes/No

<b>REQUIRED FOR ALL SUBMITTALS:</b>			
	One (1) original signed application.		
	Eight (8) copies of a narrative description of the proposed development.		
	One (1) copy of the Concept Development Plan drawn ( <i>see below</i> ) to a suitable scale and at 11 x 17 inches in size.		
	Eight (8) copies of the Concept Development Plan drawn ( <i>see below</i> ) to a suitable scale and at 24 x 36 inches in size (unless staff grants an alternative size).		
<b>CONCEPT DEVELOPMENT PLAN REQUIREMENTS: (<i>Shall include the following information</i>)</b>			
	Survey or engineering drawing of the property to be rezoned to PUD.		
	Vicinity map.		
	North arrow.		
	Scale bar.		
	Proposed parcels contained within the development.		
	Existing property lines of adjacent properties noting the owners of record and existing zoning designations of the adjacent properties.		
	The location of proposed buildings and land uses within the development. The amount of land area dedicated for each land use shall be indicated.		
	For developments that include residential uses, the type of dwelling units, dwelling unit density, minimum lot sizes, frontages, and setbacks to be specified.		
	Preliminary interior open space system and landscape concepts.		
	Location of existing and proposed public and private streets, parking areas, and pedestrian network.		
	Minimum peripheral setbacks around the perimeter of the development.		
	Proposed locations for dumpster enclosures.		
	Traffic impact study, if deemed required by the Delhi Township Community Development Director.		
	Additional information as requested by the Delhi Township Community Development Director, the Zoning Commission, or the Township Trustees.		

**I hereby attest to the truth and exactness of all information supplied on and with this application.**

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

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**FOR OFFICE USE ONLY**

**Received Stamp:**

**Application Fees:**

\$1,000 + \$150 per acre \_\_\_\_\_ = \_\_\_\_\_

**Total Fees Due:** \_\_\_\_\_

**(Fees are non-refundable)**

**The application has been reviewed and is found to be complete:**

\_\_\_\_\_  
Township Staff:

\_\_\_\_\_  
Date:



## Zoning Commission 2021 - Meeting Dates/Application Deadlines

### REGULAR Meeting Dates and Application Deadlines

Meeting Date	Application Deadline
January 6, 2021	December 17, 2020
February 3, 2021	January 14, 2021
March 3, 2021	February 11, 2021
April 7, 2021	March 18, 2021
May 5, 2021	April 15, 2021
June 2, 2021	May 13, 2021
July 7, 2021	June 17, 2021
August 4, 2021	July 15, 2021
September 1, 2021	August 12, 2021
October 6, 2021	September 16, 2021
November 3, 2021	October 14, 2021
December 1, 2021	November 10, 2021
January 5, 2022	December 16, 2021

### TENTATIVE Meeting Dates and Application Deadlines

Meeting Date	Application Deadline
January 20, 2021	December 31, 2020
February 17, 2021	January 28, 2021
March 17, 2021	February 25, 2021
April 21, 2021	April 1, 2021
May 19, 2021	April 29, 2021
June 16, 2021	May 27, 2021
July 21, 2021	July 1, 2021
August 18, 2021	July 29, 2021
September 15, 2021	August 26, 2021
October 20, 2021	September 30, 2021
November 17, 2021	October 28, 2021
December 15, 2021	November 23, 2021
January 9, 2022	December 30, 2021

*Please contact Community Development staff prior to submitting your application on the **TENTATIVE** meeting schedule as staff needs to verify the availability of the Commission members.*

*If Commission members are unavailable, your case will be moved to the next regularly scheduled meeting.*