



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

***** 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

REQUIRED FOR ALL SUBMITTALS:			
	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).		
CONCEPT DEVELOPMENT PLAN REQUIREMENTS: (<i>Shall include the following information</i>)			
	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: _____

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 2023 - Meeting Dates/Application Deadlines

REGULAR Meeting Dates and Application Deadlines

Meeting Date	Application Deadline
January 4, 2023	December 15, 2022
February 1, 2023	January 15, 2023
March 1, 2023	February 9, 2023
April 5, 2023	March 16, 2023
May 3, 2023	April 13, 2023
June 7, 2023	May 18, 2023
July 5, 2023	June 15, 2023
August 2, 2023	July 13, 2023
September 6, 2023	August 17, 2023
October 4, 2023	September 14, 2023
November 1, 2023	October 12, 2023
December 6, 2023	November 16, 2023
January 3, 2024	December 14, 2023

TENTATIVE Meeting Dates and Application Deadlines

Meeting Date	Application Deadline
January 18, 2023	December 29, 2022
February 15, 2023	January 26, 2023
March 15, 2023	February 23, 2023
April 19, 2023	March 30, 2023
May 17, 2023	April 27, 2023
June 21, 2023	June 1, 2023
July 19, 2023	June 29, 2023
August 16, 2023	July 27, 2023
September 20, 2023	August 31, 2023
October 18, 2023	September 28, 2023
November 15, 2023	October 26, 2023
December 20, 2023	November 30, 2023
January 17, 2024	December 24, 2023

*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.