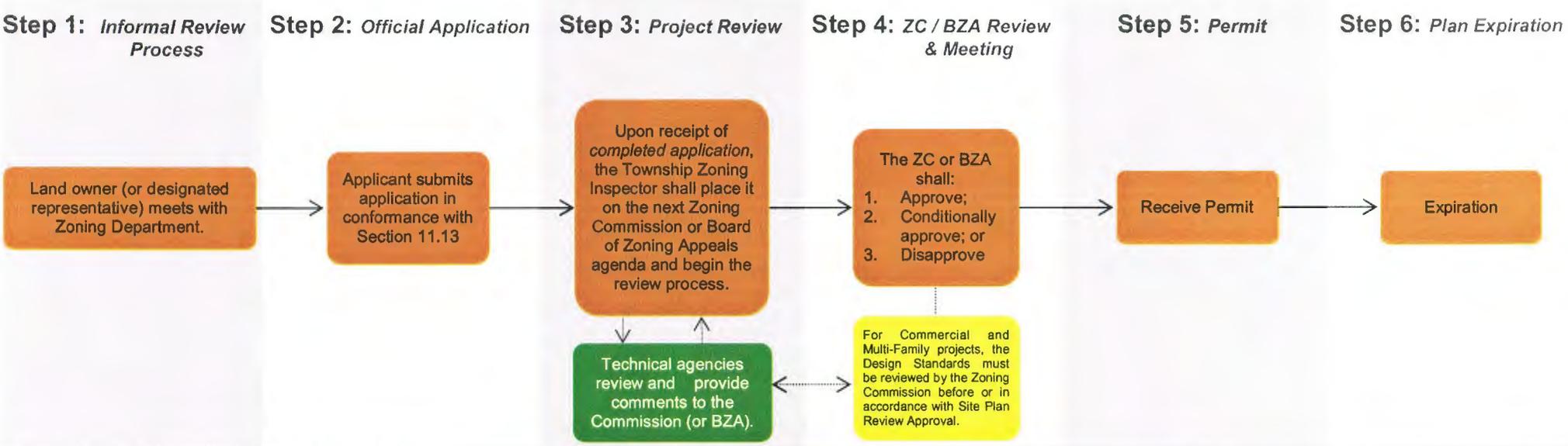


SITE PLAN REVIEW PROCESS (Section 11.10)



The informal meeting is intended to be a mutually beneficial opportunity to discuss the zoning and design regulations as they relate to the proposed plan.

The applicant is encourage to prepare a discussion plan showing the relationship of the project to adjacent properties, proposed structures, traffic circulation patterns and proposed uses. The township may be able to identify obvious issues or pinpoint potential variance requests and thus streamline the approval process.

The township may invite other technical agencies to the meeting.

No formal decisions are made at this stage.

- Application includes:
1. Letter of description and project justification.
 2. Letter of approved variances
 3. Verification of sufficient utilities.
 4. Drawing (see 11.13, C)
 5. Landscaping Plan in accordance with Section XXXV.
 6. Design Standards in accordance with Section XXXIV.
- The Township Zoning Inspector has 10 days to review application.

The Zoning Commission reviews site plans for Permitted Uses and the Board of Zoning Appeals reviews plans for Conditional Uses.

The Township Zoning Inspector will forward the following to the ZC or BZA:

1. Application
2. Reports and comments from partner technical agencies (Soil and Water, Planning, Engineering, Utilities, Stormwater).
3. Internal staff review in accordance with appropriate zoning district and applicable standards.

Components of the Site Plan may require approval from two separate boards. For example, the Ohio Revised Code notes Design Standards are reviewed by the Zoning Commission. Therefore, conditional uses must receive Site Plan approval from the BZA and Design Guideline approval from the ZC.

The ZC or BZA shall act within sixty (60) days from the date the application was deemed complete by the Township, or an extended timeframe as mutually agreed upon by the applicant and Township.

The appropriate board shall review the site plan in accordance with Section 11.14, D.

The board shall notify the applicant with ten (10) days of their decision.

Conditionally approved plans must submit a final plan to the Zoning Inspector that address the conditions noted by the board. The applicant does not need to attend another public meeting.

If denied, the applicant may submitted a modified plan for consideration at a regular scheduled meeting.

Upon final approval of the site plan by the Zoning Inspector, a permit shall be issued.

Deviations from the approved plan are not permitted. If alternations are necessary, the applicant shall immediately notify the zoning inspector shall determine whether the applicant must re-submit the site plan.

If an approved plan has not begun construction within twelve (12) months, the approval shall expire and the process must be restarted.