



**Planned Development
(PD) Preliminary
Development Plan
Application
Submittal
Requirements**

No Planned Development Preliminary Development Plan application will be accepted for review by the City of Wooster, per Section 1105.02 of the Planning and Zoning Code, without the submission of all of the following items, unless any such items are determined to be unnecessary or not applicable to the application by the Zoning Administrator

Information entered into a PD Preliminary Development Plan Application on Viewpoint Cloud

1. The location of the subject property;
2. A description of the proposed PD Preliminary Development Plan application;
3. A statement of the reason(s) for the proposed amendment and ways in which the proposed amendment relates to the Comprehensive Plan
4. Verification that the owner of the property or an authorized applicant is submitting the application per Section 1105.02(a) of the Planning and Zoning Code; and
5. The required application fee per Section 1105.02(f) of the Planning and Zoning Code.

Information uploaded to a PD Preliminary Development Plan Application on Viewpoint Cloud

6. A separate site plan sheet or sheets, prepared by a qualified professional and drawn to scale illustrating *existing* site conditions including, but not limited to:
 - a) The location and dimensions of the subject properties, public rights of way, and easements;
 - b) The location and dimensions of all buildings;
 - c) The location, dimensions and surface materials of parking areas, drives, public streets, sidewalks, loading areas, outdoor storage or display areas, and outdoor dining areas;
 - d) The topography of the site; and
 - e) The location of all natural resources including such items as streams, ponds, drainage and detention areas, floodplain, riparian buffers, wetlands, steep slopes, and wooded areas.
7. A separate sheet or sheets, prepared by a qualified professional and drawn to scale illustrating all existing buildings, public roads, parking areas and drives, natural resources, and zoning districts located within 500 ft. of the proposed PD;
8. A separate site plan sheet or sheets, prepared by a qualified professional and drawn to scale illustrating *proposed* site conditions including, but not limited to:
 - a) The proposed location and size of all areas of residential use, retail use, office use, industrial use, institutional use, community facilities, parks, playgrounds, schools, other public areas, open spaces, and their related parking areas and access points;
 - b) The general layout of the proposed internal road system, including public rights-of-way, private streets, pedestrian circulation, bike paths and other trail systems, access drives, improvements to existing streets, and traffic control requirements;

- c) Any proposed off-site improvements including utility extensions needed to serve the site
 - d) Natural resources and other environmentally sensitive areas which will be conserved and any required buffer areas, natural resources and environmentally sensitive areas which will be altered or impacted by the development, and areas where new landscaping will be installed; and
 - e) A summary table showing total acres of the proposed development, the number of acres devoted to each type of use, rights of way, private streets, opens space and common areas, the number of dwelling units by type and density for each residential use area, building heights, and approximate square footage proposed for retail, office, industrial and institutional uses.
9. A separate site plan sheet or sheets, prepared by a qualified professional and drawn to scale illustrating a project phasing map identifying the separate phases of the project, including utilities and any off-site improvements;
 10. Indication of utility availability and general measures needed for the development to access water and sanitary sewer and manage surface drainage;
 11. A traffic impact study indicating the effects of future traffic on the existing and proposed roadway system, as required by Section 1125.08, Access Management. For submission requirements for a traffic impact study, contact the City Engineer;
 12. Architectural drawings demonstrating the prototypical designs of the proposed buildings, to demonstrate the exterior design, character and general elements in sufficient detail to indicate the proposed visual character of the development;
 13. A development standards text identifying the requirements that are to govern the design and layout of the PD:
 - a) A list of uses permitted within the PD based on uses defined in Chapter 1109: Principal Use Regulations. The list of uses shall be of the same name and definition as established in the Planning and Zoning Code.
 - b) Architectural standards for buildings and other structures;
 - c) Dimensions and/or acreages illustrated on the development plan;
 - d) Indication of characteristics, standards or requirements of the PD that depart from any applicable standards set forth in the City of Wooster Planning and Zoning Code, especially addressing signs, landscaping, buffering, required setbacks, and parking;
 - e) Indication that any characteristics, standards or requirements of the PD which are not addressed shall default to the applicable Section of the City of Wooster Planning and Zoning Code; and
 - f) Adequate provisions to establish a private organization (i.e. Homeowners Association) with direct responsibility to provide for the operation and maintenance of all common facilities that are part of the Planned Development, and, in such instance legal assurances shall be provided to show that the private organization is self-perpetuating.

Additional Information

14. Any other information necessary for the evaluation of the PD Preliminary Development Plan application as deemed necessary by the Zoning Administrator.