

CHAPTER XIII A

SITE PLANS

Section 13A.01 Site Plan Review. Site plan review and approval is required in each of the following instances:

- (A) A site plan shall be submitted to the Planning Commission for any use permitted in the “C-1”, “C-2”, or “I-1” Zoning Districts.
- (B) A site plan shall be submitted to the Planning Commission for any multifamily dwelling in the “R-3” Zoning District.
- (C) A site plan shall be submitted to the Zoning Inspector for any two-family dwelling in the “R-2” or “R-3” Zoning Districts. The Zoning Inspector may, in his discretion, refer any such site plan to the Planning Commission for its review and approval.
- (D) A site plan shall be submitted to the Planning Commission for any church, private or parochial school, or any public or private recreational facility to be constructed in the “R-1”, “R-2” or “R-3” Zoning Districts.
- (E) A site plan shall be submitted to the Planning Commission for any special use in any zoning district.
- (F) A site plan shall be submitted to the Planning Commission for any planned unit development.
- (G) A site plan shall be submitted when any other section of this Ordinance requires site plan approval.

Section 13A.02 Site Plan Contents. Eight (8) copies of the site plan shall be submitted to Zoning Inspector. A site plan shall include all of the following information unless the same is not reasonably necessary:

- A. A plot plan based on a location land survey showing:
 - (1) Location, size and type of existing and proposed buildings, structures, improvements and land uses on and within five hundred (500) feet of the premises.
 - (2) Size and location of all existing and proposed public facilities, utilities, and services.
 - (3) Location and existing and proposed streets, parking areas, entrances and exits.
 - (4) Location of water and sewer lines.
 - (5) Storm drainage.
 - (6) Topographical features including vertical contour intervals no greater than five (5) feet.
 - (7) Existing bodies of water, drains, streams, and creeks.
 - (8) Ground cover and other pertinent physical features of the site, such as trees.
 - (9) Proposed landscaping and fencing.
 - (10) All property lines, dimensional and related to the nearest convenient section line and section corner.
 - (11) Loading and unloading facilities.
 - (12) Exterior lighting and signs.

- (13) The date, north arrow, and scale. The scale shall not be less than fifty (50) feet to one (1) inch if the subject property is less than three (3) acres, and one hundred (100) feet to one (1) inch if the property is three (3) acres or more.
 - (14) Additional information as required by the Planning Commission.
 - (15) The name and address of the professional individual, if any, responsible for the preparation of the site plan.
- B. Preliminary architectural sketches and/or general statement as to the type of construction and materials to be used in the proposed buildings or structures. Height and area of buildings and structures shall be described.
 - C. The period of time within which the project will be completed.
 - D. Proposed staging of the project, if any.
 - E. Gross areas of buildings and parking.
 - F. Delineation of the one hundred (100) year flood plain and any proposed uses therein.
 - G. Legal description of the land to be utilized.
 - H. Current proof of ownership of the land to be utilized, or evidence of a contractual ability to acquire such land (e.g. an option or purchase contract).
 - I. Name, address and telephone number of the property owner.
 - J. Method of financing and commitments or other proof of ability to obtain financing.
 - K. Additional information which the body or official reviewing and approving the site plan may request which is reasonably necessary to evaluate the site plan.

The body or official reviewing the site plan shall have the discretion to waive the inclusion in the site plan of any of the above-referenced information.

Section 13A.03 Standards. In addition to any standards or requirements specified in other sections of this Ordinance which are relevant to the use for which site plan approval is sought, the following standards shall be considered in reviewing and approving all site plans:

- (A) The adequacy of streets, alleys, parking areas, loading zones, sidewalks, drainage, water and sewer lines, and traffic control for the proposed used, building, or structure; and
- (B) The adequacy of the protection afforded adjacent lands and the surrounding neighborhood from adverse impact.

Section 13A.04 Building Permit. Where a site plan has been approved for any use, the terms of the site plan shall be deemed automatically incorporated by reference into any applicable building permit, and failure to conform with such site plan shall be a violation of the Ordinance and cause fore revocation of the building permit.

Section 13A.05 Conditions. In approving a site plan, the official or body granting approval may impose and attach such reasonable conditions and require such reasonable improvements as are determined necessary and/or appropriate.

Section 13A.06 Improvements; Financial Guarantees. To insure compliance with this Ordinance and any conditions imposed thereunder, the body or official granting approval of a site plan may require that a cash deposit, certified check, irrevocable bank letter of

credit, or surety bond acceptable to the Township covering the estimated cost of the improvements associated with the use for which site plan approval is sought, be deposited with the Township Clerk to insure faithful completion of the improvements.

Section 13A.07 Required Improvements Prior to Issuance of Any Occupancy

Permit. In approving a site plan, the body or official granting approval may, in addition to other matters, require that all or any part of the improvements, buildings or other elements approved be constructed and completed prior to the issuance of a certificate of compliance. In the event these buildings, structures, improvements and other elements are partially completed to a point where occupancy will not impair the health, safety and general welfare of all parties concerned, then the Zoning Inspector may grant a certificate of compliance on such reasonable conditions relating to completion as the body or official granting approval shall establish. The Zoning Inspector may, in his discretion, decline to determine whether or not a certificate of compliance should be granted, and instead refer the decision thereon to the Planning Commission.

Section 13A.08 Zoning Administrator Site Plan Approval. If site plan review and approval by the Planning Commission is required by other provisions of this Ordinance, and there is compliance with all of the following enumerated conditions, then, notwithstanding any other provision of this Ordinance, the Zoning Inspector may complete site plan review and grant approval in the same manner as the Planning Commission. Alternatively, the Zoning Inspector may, in his discretion, refer the site plan to the Planning Commission for review and approval. The conditions which must be complied with for the Zoning Inspector to grant site plan approval pursuant to this Section are as follows:

- (A) The use for which site plan approval is required is a specifically enumerated permitted use for the zoning district within which the use is located;
- (B) The project for which site plan approval is requested will not result in an increase of the gross area of the existing principal structure of more than twenty (20%) percent;
- (C) The use is not located in or immediately adjacent to any residential zoning district; and
- (D) The expansion does not have a potential to increase noise, vibration, smoke, dust, dirt, toxic or offensive odors or gases, glare or electromagnetic or atomic radiation.

Section 13A.09 Review Procedure and Authorization. All site plans required under this Chapter shall be subject to review as follows:

- (A) Authorization. The Planning Commission shall have the power to approve, deny, modify, or approve with conditions all site plans submitted to it under this Ordinance. The Planning Commission shall advise the applicant of its action in writing. A building permit shall not be issued until a site plan has been approved as required herein.
- (B) Review Period. The Planning Commission shall render a decision on a site plan within sixty-five (65) days of its initial review of the site plan, unless an extension of time is agreed to by the Planning Commission and the applicant.

- (C) Review Standards. The Planning Commission shall review each site plan according to the standards and any other applicable regulations of this Ordinance. In addition, the Planning Commission is empowered to seek the review and recommendation of appropriate county, state or federal agencies, the Township Engineer or Planner, or other professionals, consultants, or agencies as the Commission deems necessary to assist it in its review.
- (D) Approval. Upon approval of a site plan, two copies of the plan shall be signed and dated by the Planning Commission. One copy of the plan shall be retained by the Planning Commission and one shall be submitted by the applicant to be submitted to the Building Inspector as part of the building permit review process.
- (E) Effect of Approval. Approval of a final site plan authorizes issuance of a certificate of zoning compliance and issuance of a building permit, provided all other requirements for a building permit have been met. In the case of uses without buildings or structures, approval of a final site plan authorizes issuance of a certificate of zoning compliance and issuance of a certificate of occupancy, provided all other requirements for such certificate have been met.
- (F) Expiration of Approval. Approval of a final site plan shall expire and be of no effect unless a building permit shall have been issued within one hundred eighty (180) days of the date of the site plan approval. Approval of a final site plan shall expire and be of no effect five hundred thirty-five (535) days following the date of approval unless construction has begun on the property and is diligently pursued to completion in conformance with the approved site plan.