

BOARDMAN TOWNSHIP
Planning &
ZONING

SITE PLAN REVIEW

Applicant _____ Date _____

Address _____ City _____ State _____ Zip _____

Phone _____ Email _____

Owner (if different than applicant) _____

Address _____ City _____ State _____ Zip _____

Phone _____ Email _____

REQUIREMENTS

Completed Submission Requirements

The site plan shall include the following data, details, and supporting plans. Site plans shall be prepared by a registered professional engineer, or an architect licensed in the State of Ohio, at a minimum scale of one (1) inch equals 100 feet on standard 24" x 36" sheets, with continuation on 8 ½" X 11" sheets as necessary for written information. (10 copies)

- Site Plan
- Landscape Plan
- Photometric Plan
- Stormwater Management Plan
- Elevations (color preferred)

Completed Site Plan Review Worksheet

\$100 Site Plan Review Application Fee

SITE PLAN REVIEW SUBMISSION REQUIREMENTS

BOARDMAN TOWNSHIP

Purpose of Site Plan Review

The site plan review process is intended to regulate the placement and use of structures and sites in a manner, which considers the following concerns and, where necessary, requires modification of development proposals to eliminate or minimize potential problems and nuisances. The principal areas of concern are: protecting landowner's rights, safety of vehicular and pedestrian movement within the site, the adequacy of waste disposal methods and pollution of surface or groundwater, and the protection of historic and natural environmental features on the site.

SUBMISSION REQUIREMENTS

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ITEMS REQUIRED FOR SUBMISSION:

Site Plan

- Name of the project, boundaries, and locus maps showing site's location in town, date, north arrow and scale of the plan.
- Name and address of the owner of record, developer and seal of the engineer and/or architect license in the State of Ohio.
- All existing lot lines, lands uses, and the location and use of structures on abutting properties.
- The location and use of all existing and proposed buildings and structures, including size and space relationship dimensions, within the development, as well as all dimensions of height and floor and area, all exterior entrances, and all anticipated, future additions and alterations.
- The location of all present and proposed public and private ways, parking areas, driveways, sidewalks, ramps, curbs, fences, paths, landscaping, walls, and fences. Location, type and screening details for all waste disposal containers shall also be shown. Plan submission shall also depict existing traffic flow patterns within the site, entrances and exits, loading and unloading areas. Also, curb cuts within three hundred (300) feet of the site shall be depicted.

SITE PLAN REVIEW SUBMISSION REQUIREMENTS

Landscape Plan

- A Plan showing, in general, all existing natural land features, trees, forest cover and water sources, and all proposed changes to these features including general size and type of plant materials. Surface water sources include ponds, lakes, brooks, streams, wetlands, flood plains, and drainage retention/detention areas as submitted and required in Part Three, J and K of the Zoning Resolution Site Plan Review Section.

Lighting/Photometric Plan

- The location, height, intensity, and bulb type (e.g. fluorescent, sodium incandescent) of all external lighting fixtures. The direction of illumination and methods to eliminate glare onto adjacent properties shall be shown.

Building Elevations

- The location, height, size, materials and design of all proposed signage. Prefer at least one elevation to be in color.

Stormwater Management Plan – to be approved by Mahoning County

- The location of all present and proposed utility systems including:
 - sewage or septic systems;
 - water supply system;
 - telephone, cable and electrical systems, and utility easements; and
 - storm drainage systems including existing and proposed drain lines, culverts, catch basins, headwalls, hydrants, manholes, and drainage swales.
- Plans to prevent all the pollution of surface or ground water, erosion of soil both during and after construction, excessive run-off, excessive raising or lowering of the water table, and flooding of other properties as applicable.

General

- Zoning district boundaries within five hundred (500) feet of site perimeter shall be drawn and identified on the plan as an insert, unless already on record.

Site Plan Review Worksheet

Project: _____

Applicant: _____

Project Address: _____

Date: _____ Reviewer: _____

Building

Total building **Square Footage (SF)** _____
New Construction (**must include building use** _____, # of employees _____, capacity _____)
If restaurant/banquet center has 50+ seating, 1 parking space for every 50SF? **Y** _____ **N** _____ **N/A** _____
Setback requirements 35' front, 10' side and 10' rear _____ **front** _____ **side** _____ **rear**
3' landscaped buffer in side & rear yard. _____ **side** _____ **rear**
5' landscaped buffer in the side & rear yard in areas utilized for, or adjacent to, parking. _____ **side** _____ **rear**
Front landscaped setback 10' plus 2' for every 100' of lot depth. _____ **lot depth/100**= _____ **x 2** = _____ **+ 10** = _____
Adjacent to residential use? **Y** _____ **N** _____ If yes, landscaped buffer is required. 30' minimum buffer with screen plantings and 20' buffer incorporated? **Landscaped buffer** _____

Parking

Parking shall be 1 space for every 200 SF of building space utilized plus 1 for every 2 employees (hallways, bathrooms, & storage are not usable)
_____ **building utilized space / 200** = _____
_____ **total employees / 2** = _____
Total combined = _____
1 tree for every 10 parking spaces, seperated by minimum of 40 Sq. Ft. **Y** _____ **N** _____
_____ **% of parking lot landscaped or greenspace**
If 10+ parking spaces, is 10% of parking lot landscaped or greenspace? (The landscaping in the front of the building counts towards this percentage)
Parking spaces 162 SF (9x18 min.). **Parking space size** _____
Parking lot paved with blacktop or concrete (not gravel), provide adequate drainage for surface water. **Paving Material** _____
Paving prohibited in right-of-way

Landscaping

Per 100' of frontage, the following plantings are required: 10 native or ornamental trees (2" caliper minimum) and 25 shrubs (18"-24" height or larger):

_____ **Total frontage / 100** = _____ x 10 = _____ **trees**

_____ **Parking spaces / 10** = _____ **trees**

_____ **Total required trees**

_____ **Total provided trees**

_____ **Total frontage / 100** = _____ x 25 = _____ **shrubs**

_____ **Total required shrubs**

_____ **Total provided shrubs**

Signage softened with landscaping? **Y** _____ **N** _____

Ground mounted mechanical or electrical equipment and screened from view and integrated into landscaping concept **Y** _____ **N** _____

Any screen plantings? **Y** _____ **N** _____ If yes, are they planted to produce a solid 6' screen within 3 years? **Y** _____ **N** _____

Plants do not interfere with the view of cars, bicycles, or pedestrians? **Y** _____ **N** _____

Any existing healthy plant material that should be counted as credit for landscaping?

Are all existing trees being retained where possible? **Y** _____ **N** _____

Dumpster/trash enclosure location and detail shown? **Y** _____ **N** _____

Is fencing more than 10' in length? **Y** _____ **N** _____ If yes, is it softened with plantings? **Y** _____ **N** _____

6' minimum fence height. **Fence height** _____ Fencing material vinyl or wood? **Y** _____ **N** _____ **N/A** _____

Lighting

Lighting plan shows that light does not shine into neighboring properties or public ways? **Y** _____ **N** _____

Cut-off fixtures or down-lighting to avoid glare? **Y** _____ **N** _____ **Model #** _____

Stormwater

Over or under an acre of disturbance? **Y** _____ **N** _____

Near a stream? Require riparian setbacks? **Y** _____ **N** _____

Is there a floodplain on-site? **Y** _____ **N** _____

Is there hydric soils? Or wetlands on-site? **Y** _____ **N** _____