

# Site Development Application

111 N Front Street, Columbus, Ohio 43215

Phone: 614-645-0032 • Email: [engineeringinfo@columbus.gov](mailto:engineeringinfo@columbus.gov) • [www.columbus.gov/bzs/](http://www.columbus.gov/bzs/)

**ALL FEES ARE NON-REFUNDABLE • Make checks payable to the Columbus City Treasurer**

**Type of Review** (*Separate application required for each review type*):

**Date:** \_\_\_\_\_

Preliminary Site Compliance	Final Site Compliance	Lot Split	SWP3
Street Construction	Grade and Fill	Water Main	Administrative Surface Waiver
Storm CC	Sanitary CC	Revisions	

**Scope of Project:**

Project Title \_\_\_\_\_

Proposed Project Scope \_\_\_\_\_

Address and Zip Code \_\_\_\_\_

Tax Distric/Parcel Number \_\_\_\_\_

**List All that Apply:**

Re-zoning, Council Variance or Board of Zoning Adjustment number (pending or approved): \_\_\_\_\_

If plans were previously submitted for this site, provide application number: \_\_\_\_\_

If submitting a building permit application at this time, provide application number: \_\_\_\_\_

**Primary Contact:**

Owner      Agent      Design Prof.      Other

Company Name \_\_\_\_\_

Contact Name \_\_\_\_\_

Telephone Number/Ext. \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

E-Mail Address \_\_\_\_\_

**Design Professional:**

Architect      Engineer      Surveyor      Same as Above

Company Name \_\_\_\_\_

Contact Name \_\_\_\_\_

Telephone Number/Ext. \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

E-Mail Address \_\_\_\_\_

**Project Developer**

Agent      Contractor      Other      Same as Above

Company Name \_\_\_\_\_

Contact Name \_\_\_\_\_

Telephone Number/Ext. \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

E-Mail Address \_\_\_\_\_

**Property Owner**

Company Name \_\_\_\_\_

Contact Name \_\_\_\_\_

Telephone Number/Ext. \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

E-Mail Address \_\_\_\_\_

# Site Development Application Requirements

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**Submission Requirements: All hard copies of plans need to be COLLATED, STAPLED and FOLDED. Plans containing more than 10 pages can be rolled instead of folded.**

## Storm or Sanitary CC Plans\*:

- 2 hard copies of plans
- Application form
- Hard copy of storm report (if applicable)
- Hard copy of sanitary calculations (if applicable)
- CD with DWG, TIFF and PDFs of all materials
- Project scope from Traffic Management (if applicable)

## CC Plan Revisions:

- 1 hard copy of plans
- Scope of change

## Waterline Only:

- 2 hard copies of plans
- Application form
- CD with DWG, TIFF and PDFs of all materials

## Street Construction (Drawer E) Plans\*:

- 2 hard copies of plans
- Application form
- Bench circuit
- CD with DWG, TIFF and PDFs of all materials
- Project scope from Traffic Management (if applicable)

## Stormwater Pollution Prevention (SWP3)\*:

- 1 hard copy of plans
- Application form
- CD with PDF of all materials

## Final Site Compliance Plans\*\*:

- 15 hard copies of plans
- Application form
- Zoning text for L, PUD, CPD zoning districts (if applicable)
- Check prints from preliminary meeting (if applicable)
- Review fee

## Lot Split\*\*:

- 1 original of legal description and survey plat
- Application form
- Review fee

## Grade and Fill\*\*:

- 1 hard copy of plans
- Application form
- CD with all PDF materials
- Review fee

## Preliminary Site Compliance:

- 13 hard copies of plans
- Application form

## Administrative Surface Waiver\*\*:

- 5 hard copies of site plan showing the area to be waived and the distance to the nearest residentially zoned property
- Application form
- Review fee

Additional requirements may be requested at Site Engineering's request.

\*Application will require a fee to be paid to Columbus City Treasurer after final plan approval.

\*\*Application will require a fee to be paid to Columbus City Treasurer at time of submittal.

For all questions regarding this form please call: 614-645-0032 or email: [engineeringinfo@columbus.gov](mailto:engineeringinfo@columbus.gov)