



DEPARTMENT OF BUILDING AND ZONING SERVICES

Curb; Chapter 3321.

ZONING REVIEW CHECKLIST

To expedite the Zoning Review Process, please contact one of the Zoning staff at (614) 645-8637 for an appt. Project Address: ______Parcel Number: _____ Date: ____Zoning Plans Examiner: _____ Zoning Classification: ______ Variance Case #: _____ N/A Meet Need N/A Meet Need 1. Site Plan, drawn and plotted to a standard 10. All applicable rezoning limitation text, CPD engineering scale with North arrow. or PUD text, and/or Variance text printed on Site Plan sheet. N/A Meet Need N/A Meet Need 2. Site location map. 11. Illustrations of all building façade materials N/A Meet Need and treatment, landscaping details and/or lighting details required by all applicable Certificate(s) of Appropriateness 3. Zoning District of the subject site and or Approval, rezoning variance or other ordinance. adjacent sites. N/A Meet Need N/A Meet Need 12. Attach Architectural Review, Historic 4. Total area of the site in square feet Resources or Downtown Commission's Certificate of (residential projects list acreage and density). Appropriateness or Approval letter to Zoning Clearance N/A Meet Need Site Plan set; all sheets stamped as part of Certificate of Appropriateness or Approval must be included in the full 5. Square footage calculation break down, plan sets. stating each use and the required parking for each use N/A Meet Need (including bicycle parking); where provided parking contains 10 or more spaces, indicate the required and 13. For projects within the University Planning provided number of shade trees. Overlay Area – list and certify all required calculations. N/A Meet Need N/A Meet Need 6. Height of new building(s) and/or structure(s). 14. For projects within any other Planning N/A Meet Need Overlay Area including a Commercial Overlay Area – show how and certify that the proposed project will meet the 7. Flood designation, map number and effective Overlay requirements. date; and, where they occur on site, show the 100-year flood plain, floodway boundaries. N/A Meet Need N/A Meet Need 15. Note on the plans if the Parkland Dedication Ord. (CC3318) applies and has been met or 8. Show dumpster screened on all sides and does not apply. screening details - height, opacity, gates and materials. N/A Meet Need N/A Meet Need 16. For projects with limitation, PUD or CPD Texts, architects/engineers seal & signature must appear 9. A note that the proposed project will comply on cover sheet under a statement certifying the building with sections 3312.21 Landscaping & Screening; 3312.39 and site plans meet all text requirements. Striping/Marking; 3312.43 Surface; 3312.45 Wheel Stops/

N/A Meet Need 17. Label and dimension right-of- way lines, building setback, property lines, parking setback line and clear vision triangles per Section 3321.05.	N/A Meet Need 24. List maximum height of parking lot lighting from grade to top of fixture, indicate if it is a cut-off fixture and if the fixtures will be of similar style and color. N/A Meet Need
N/A Meet Need 18. Label and dimension distance from proposed construction to all property lines. For frontage dimensions, use proposed right-of-way line. N/A Meet Need	25. Show and label parking lot shade trees, providing tree count and type. N/A Meet Need 26. On residentially zoned lots show and label shade trees required per C.C. 3321.07, providing
19. For residential projects, show proposed side and rear yards, or perimeter yards. N/A Meet Need 20. Label existing and proposed driveways (on-site), off-site adjacent and opposing existing drive	the tree count and type. N/A Meet Need 27. Show and label buffers and screening when required, indicating width of planting area, planting height and opacity.
ways (including the land use of the property they serve), dimension driveway widths, aisle widths and parking spaces (including spaces to meet the Accessible Parking Space Policy), radius or flair for curb cuts. N/A Meet Need 21. Label dimensions for loading	N/A Meet Need 28. Show and label all fences indicating type, height and opacity. N/A Meet Need 29. Show and label all sidewalks required in the
docks / loading areas and maneuvering areas. N/A Meet Need 22. Show wheel stops and/or curbs for parking. N/A Meet Need	public R.O.W. N/A Meet Need 30. Show and label all street trees required in the public R.O.W. N/A Meet Need
23. Show stacking and bypass lane for drive- through pickups. Additional Comments:	31. Copy of recorded lot combination from Franklin County.