



NON-RESIDENTIAL PLANNED UNIT DEVELOPMENT (PUD) FINAL DEVELOPMENT PLAN/AMENDED FDP CHECKLIST

Final Development Plan Purpose: A detailed plan showing location of all site improvements, including easements, utilities, buildings, parking, circulation, access, landscaping, architecture, signage, and site amenities. Final step in creation of a PUD, and builds upon a previously-approved Preliminary Development Plan. Sections 152 and 153 of the Dublin City Code applies, along with other sections.

Amended Development Plan Purpose: Changes to any of the above, and previously-approved, Final Development Plan elements.

This checklist does not replace the requirements of the Code.

I. Meet with Staff prior to submitting documents for tailored feedback and guidance, information on project timing and due dates, and items that need clarification.

II. Electronic Submittal: Submit all documents digitally into the Documents folder on ProjectDox. These documents consist of multiple pages and include project narratives, conceptual plans, and sketches, as guided in your staff meeting, along with those listed below. **Incomplete applications cannot be processed. Projects that are incomplete for 60 days shall be closed.**

III. Project Narrative

Final Development Plan

- Include a project description with scope and character of the request. State how the PUD relates to existing nearby land use character, the Dublin Community Plan, and any Special Area Plans.
- Enumerate the changes made based on staff and PZC feedback at PDP.
- Note any other changes requested and how they conform with the previously-approved Development Text.

Amended Final Development Plan

- Describe the element/s to be changed and why.
- Explain how the original design intent of the PUD will still be met, or improved, with the requested change.

IV. Legal Description and/or Property Survey for Each Parcel

V. Plans and Drawings

Cover Page

- Project title, address.
- Owner name, phone number, email, and address.
- Project representative name, phone number, email, and address.

Vicinity and Context

- Provide a general location of the site and surrounding thoroughfares within the context of the City, along with adjacent jurisdictional boundaries, if applicable.
- Show existing zoning district/s, all adjacent parcels, including building footprints and jurisdictional boundaries.
- Provide context photos of the project site showing adjacent sites from all four directions, including across any streets.
- If the project is adjacent (including across a street/s) to any residential uses, provide evidence of contact with those residents regarding the proposal.

Final Development Plan

- Indicate total acreage of FDP application.
- Show all lot lines and easements with dimensions.
- Show dimensions and locations of all proposed structures, building, streets, parking areas, yards, playgrounds, school sites, and other public or private facilities.
- Depict locations of existing and proposed site elements including fences, walls, signs, and lighting.
- Show locations and layouts of all proposed and existing outdoor storage areas including locations of trash receptacles, as applicable.
- Include a summary table showing total acres of development, the number of acres to be devoted to each type of use including streets, open space, building square footage, number of parking spaces, pavement coverage, impervious surface area and acreage for open space, and other public facilities.
- Include space for signatures of the applicant, the Planning and Zoning Commission Secretary, and dates of Planning and Zoning Commission and City Council approvals.

Engineering

- Show radii, arcs, points of tangency, and central angles for all curvilinear streets, radii for all rounded corners, and lengths of straight center lines between curves on all public and private streets.
- Show right-of-way lines of adjoining streets and alleys with their widths, names, center lines, and indication of the edges of pavement.
- Show arrangement of internal and in-out traffic movement including access roads and drives.
- Indicate lanes and other pavement markings to direct and control parking and circulation.
- Show locations of signs related to parking and traffic control.
- Depict water, sanitary sewer, and other utilities including fire hydrants, as required.
- Demonstrate proposed drainage and stormwater management requirements.

Architectural Elevations (see Neighborhood Design Guidelines, Micro for residential PUDs)

- Provide exterior elevations for all new buildings or buildings to be modified, meeting or exceeding the inspirational and conceptual images previously presented.
- Provide final building materials, colors, and other details, including specifications, if applicable.
- Include conceptual floor plans and final roof plans for new buildings and additions to existing buildings.

Construction Plans

- Include public improvements, site grading, and development practices required by the Code.

Grading Plan and Utility Plans

- Depict existing/proposed contours.
- Show water courses, wetlands, floodplains, and other flood hazard boundaries.
- Verify availability of utilities and indicate proposed extensions.

Finalized Pedestrian and Bike Circulation Plan

Landscaping and Screening Plan, per Section 153.136(A)

Lighting Plan, per Section 153.149 of Dublin City Code

Existing Conditions Plan, from Preliminary Development Plan application.

Final Plat, per subdivision regulations in Chapter 152 of Dublin City Code.

Tree Survey, Tree Preservation Plan, Tree Replacement Plan and Table per Sections 153.140, 153.143, and 153.144.

Site Staking Plan

Sign Plan, if applicable

Traffic Analysis, if required

Amended Final Development Plan

- Cloud/outline all affected areas (elevations, plans, materials, etc.) on previously-approved FDP.
- Provide new plans with elevations, material information and notes to depict proposed changes.
- Supply cut sheet information on revised material/s.