

**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 apply, along with other sections. For residential PUDs, this checklist works together with the adopted *Neighborhood Design Guidelines*, found at https://dublinohiousa.gov/alpha/wp-content/uploads/2020/07/SFR-PUD_NDG_5.04.23-Final.pdf.

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 (see *Neighborhood Design Guidelines*, Macro-, Micro-, and Private Realms)

- 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.
- Describe how the Open Space Framework Plan/Conservation Design has been confirmed and refined since the PDP.
- Confirm that the open space goals identified for the project at PDP are still valid and how they have been finalized.
- Finalize the community theme identified at Concept/PDP and explain how it has been further refined, identifying specific elements that support the theme throughout the community.
 - o Maintain a focus on creating a community that is unique within the City.

Amended Final Development Plan

- Describe the element/s to be changed and why.
- Explain how the original design intent and Open Space Framework/Conservation Design 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.

Open Space Plan (see *Neighborhood Design Guidelines*, Macro)

- Confirm and refine areas to be dedicated or reserved for public use and any areas to be reserved by deed covenant for the common use of all property owners, listing who will maintain such areas.
 - o Ensure these are coordinated with the Development Text, previously approved.
 - o Any changes require a modification to the Development Text.
- Provide materials selections for paving, lighting, site amenities, etc., choosing each to support the previously-identified theme.
- Finalize the graphic depiction of unique site features and how they will be integrated into the open space network and built environment with specific plans showing focal points, vistas, nodes, and connections within/without of the project.
 - o Show how each area is programmed with activities, built features, or other characteristics.
- Show pedestrian, multi-modal, physical, and visual connections to adjacent open space networks, shared use path systems, parks, activity nodes, transportation opportunities.
 - o Confirm ownership and maintenance responsibilities with the previously-approved Development Text.
- Show the vehicular, bicycle, and pedestrian circulation plans and opportunities.

Final Development Plan (see *Neighborhood Design Guidelines*, Macro-, Micro-, and Private Realms)

- Indicate total acreage of FDP application.
- Show all lot lines, easements with dimensions, and building/private open space envelopes for each lot, matching the previously-approved Development Text.

- Show dimensions and locations of all proposed homes, streets, parking areas, and other public or private facilities, as appropriate.
- Depict locations of existing and proposed site elements including fences, open space elements, 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, the number of proposed dwelling units, number of parking spaces, and impervious surface area.
- Confirm all lot type vignettes, including building and private open space envelopes.
- Finalize private open space: porches, balconies, yards, etc. Provide specific graphics for each lot/product type that meet the goals of the Guidelines.
- 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 streets.
- Show right-of-way lines of adjoining streets and service courts 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.
- 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, refining that already approved at PDP.

Architectural Elevations (see Neighborhood Design Guidelines, Micro)

- 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 clearly demonstrating how the community theme is expressed by these elements.
- Ensure that all proposed materials exceed the minimum Residential Appearance Standards in the City of Dublin Code for standard zoning.

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.

Landscaping and Screening Plan, per Section 153.136(A) and *Neighborhood Design Guidelines*

- Landscape Plan should support the stated goals and context of the community.

- Provide required buffering/screening landscape plans that are in keeping with the identified theme of the community.
- Provide typical landscape vignettes for each house and lot type to demonstrate how all Guideline goals are met.

Finalized Pedestrian and Bike Circulation Plan

Lighting Plan, per Section 153.149 of Dublin City Code

- Ensure that the lighting fixtures, placement, and lamping all support the stated goals of the project; design should be creative and distinctive.

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 Section 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.