

Date Received: _____

Fee Paid: _____

CITY OF ALLIANCE

Application for Administrative Waiver of Site Plan Review

In accordance with City of Alliance Planning and Zoning Code sections 1180.16 (a(viii)) and 1180.17 (b)

Type of Submittal (check one): Minor Alteration of Site Plan _____ *OR* Site Vacant for One Year _____

Project Name: _____

Location (address or detailed description): _____

_____ Lot No: _____ Parcel No: _____

Owner's Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Applicant: _____ **Contact:** _____

Address (if different than above): _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

All information listed on the application and applicable checklist must be submitted for the application to be complete. Incomplete applications will not be processed. All applicable requirements including filing fees will be strictly enforced. An authorized representative must sign this application for the waiver to be considered. Three sets of an accurate site plan showing existing conditions and/or proposed improvements, when applicable, must be submitted for the waiver to be considered.

I do hereby attest that all statements, signatures, descriptions, and exhibits submitted with this application are true and accurate to the best of my knowledge and that I am the property owner or authorized to file this application and act on behalf of the property owner.

Signature of Applicant

Signature of the Property Owner (if not the applicant)



The City of

Alliance

Ohio 44601-2415

Dept. of Engineering, Building & Zoning

"The Carnation City"

504 E. Main Street

Phone: (330) 823-5122

Email: Eng.bld.zon@allianceoh.gov

WAIVER OF SITE PLAN CHECKLIST

Project: _____ Date: _____

An administrative waiver of formal site improvement plan may be requested for a minor modification or improvement to an existing development that will not impact storm water run-off or create additional access to existing streets. The owner, or owner's agent, will be required to furnish the following:

Complete Waiver of Site Plan Package Includes:

- ___ This completed form
- ___ Application fee of \$75.00 per Conditional Use made payable to the City of Alliance
- ___ Waiver of Site Plan Application
- ___ 1 Hard Copy of Site Improvement Plan (clearly drawn, scaled or dimensioned)
- ___ Electronic (PDF) Set of Plans

Location Map – A location map, or aerial, including the area around the proposed development shall be shown on, or accompany, the site improvement plan. This map shall show existing property lines and locate the proposed development in relation to the nearest intersection(s).

Site Improvement Plan – Plan size may vary but must be legible and should include the following information:

- Proposed name and accurate location of development, including township name, tract, quarter section number or fractional section, permanent parcel number(s), and the distance to public street intersections. (The intersection does not need to be shown but the distance shall be called out.) Existing site addresses must be shown, if applicable.
- Scale, date, and directional orientation clearly shown with a North arrow pointing towards the top or the right side of the page.

Show and label the following:

- Property lines
- The street right-of-way and centerlines
- If applicable, show corporation lines, section lines and quarter section lines
- Easements – including location, width and purpose
- Buildings, structures and parking/driveways with dimensions
- Utilities, if applicable
- Subsurface conditions on the development – any conditions not typical (i.e. – abandoned mines, etc.) if data is known and available.
- Show any other conditions within the proposed development (i.e. – water courses, flood plains, marshes, rock outcropping, wooded areas, structures or other significant features).
- Proposed improvements

Sanitary Sewer – Provide documentation that the existing facility is connected to a sanitary sewer or that the Ohio EPA/Stark County Board of Health have approved the proposed expansion.

The following construction procedures shall be adhered to by the contractor performing the work on site. Due to the site improvement being less than one (1) acre in disturbed area, no storm water pollution prevention plan (SWPPP) is required. However, the intent and purpose of the SWPPP shall still apply to water quality on "small site constructions".

- **Link to Rainwater and Land Development Manual Chapter 8 (Small Construction Site Controls):**
https://epa.ohio.gov/static/Portals/35/storm/technical_assistance/6-24-09RLDCh8.pdf