

Permit Number: \_\_\_\_\_

## Village of Glandorf, Ohio Site Plan Application

203 North Main Street, Glandorf, OH 45848  
Phone: 419-538-6953 Email: [village@villageofglandorf.com](mailto:village@villageofglandorf.com)

*It is highly recommended that the applicant schedule a pre-application conference with the Village and its designees. Applications shall include all items on the Site Plan Application checklist, including additional items as recommended by the Zoning Inspector. Please submit two (2) copies of the application including plan drawings at a 24 x 36 page scale and one PDF, to scale for printing on 11 x 17.*

**Property Address:** \_\_\_\_\_ **Parcel No:** \_\_\_\_\_

<b>Applicant:</b>	Is the applicant the property owner? If not, attach owner acknowledgement of this application.	
Address:		
Ph:	Email:	
<b>Owners Representative (Company and Contact Person):</b>		
Ph:	Email:	
Who will be the point of contact for this application?	Applicant	Owner Representative

**Site Plan Type:**                      Minor Site Plan (5,000 s.f. or less)                      Major Site Plan  
**Project:**                                  New Construction                                  Addition/Expansion

<b>Project Description:</b>	
Lot Size (square feet or acreage):	Zoning Category:
Project Size (square feet):	Estimated Project Cost:

Does this application require a Variance?                      Yes (include application)                      No                      Not Sure

**Site Plan Submittal Checklist**

*(refer to Section 150.92 of the Zoning Code, Site Plan Review Procedures for details)*

**Required:**

Site Plan, to include:

- 1. Site Location
- 2. Site Data Table: Zoning, Lot Dimensions, Number of Parking Spaces (existing and proposed)
- 3. Proposed and Existing building dimensions and distance from property lines.
- 4. Parking, Loading, Access and Circulation layout with dimensions.

Building Elevations, including materials list

Property Survey, including easements

Topographic Elevations

**As Requested or Optional**

Landscape and Irrigation Plans

Utility Plan

Stormwater Calculations and Stormwater Management Plan

Other: \_\_\_\_\_

I acknowledge that the Village has the right to conduct inspections during construction and will notify the Village upon completion of the project for a final inspection. I understand that the site plan, upon approval, is valid for one (1) year from issuance. I certify to the best of my knowledge that the information submitted in this application is correct and true.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

<b>For Office Use Only</b>		
Date Submitted: _____		
Planning Commission?	Yes, Date: _____	No, Reviewed By: _____
		Permit Fee Paid: _____
Approved	Denied	Tap Fee(s) Paid: _____
		Cost Recovery Fees: _____
Comments/Conditions of Approval: _____		
<i>(This document shall serve as the official Permit.)</i>		