



Warren County Regional Planning Commission
 Warren County Administration Building
 406 Justice Drive, Lebanon, Ohio 45036

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Date Received Stamp

OFFICE USE ONLY

File No. _____ Form Updated 2/5/24
 Total Fee & Calculation _____

W C R P C APPLICATION FOR CONCEPT PLAN REVIEW

Date _____

1. Property Owner _____ Phone _____ Fax _____
 Address _____ Email _____

2. Surveyor/Engineer _____ Phone _____ Fax _____
 Address _____ Email _____

3. Property Location: Township _____ Section _____ Town _____ Range _____ or Military Survey _____
 Frontage Street(s) _____ Sidwell(s) _____

4. Proposed Subdivision:
 Name _____ Total Acres _____ Number of Lots _____
 Zoning Classification _____
 Proposed Use of Lots _____

Is wastewater to be treated and disposed of on site? Yes No

If no, state wastewater service provider: _____

Is the source of water on-site? Yes No

If no, state water service provider: _____

5. Are any variances to the Subdivision Regulations anticipated? Yes No
 (If yes, submit justification letter)

Submittal Requirements:

- a) A completed application form.
- b) One (1) 24 x 36" copy of the concept plan containing all information required in Section 301 of the Warren County Subdivision Regulations. No lot lines shall be shown on the concept plan. Inclusion of lot lines may result in extra fees.
- c) An electronic copy of the concept plan submitted by email as a .pdf file to Maranda.Dean@co.warren.oh.us.
- d) Location/vicinity map showing relation of property to other subdivision phases, other developments and surrounding area.
- e) Map(s) showing existing conditions, including natural, physical, and administrative features (see reverse side).
- f) Map(s) showing proposed changes to the property (see reverse side).
- g) A concept plan narrative (see reverse side).
- h) A complete land use/site data table (see reverse side for blank table).
- i) A filing fee of \$266

As required per Section 301 of the Warren County Subdivision Regulations, the undersigned applicant hereby agrees to the Concept Plan submission and review. It is understood and agreed that separate submissions of a preliminary plan and final plat shall be required respectively per Sections 302-316 of the Warren County Subdivision Regulations, and that each submission will be required to comply with the requirements specified in the Warren County Subdivision Regulations.

 Print Name Date

 Print Name Date

 Signature of Applicant(s) *Electronic Signature Acceptable*

 Signature of Property Owner(s) **(REQUIRED)** *Electronic Signature*

CONCEPT PLAN REQUIREMENTS

Existing Conditions Checklist

Natural Features (Sec. 301.A.2.ii)

- Floodplain boundaries
- Watershed/Sub-watershed boundaries
- Topographic contours
- Major natural features in and within 500 feet of the site (wetlands, streams, ponds, rivers, aquifers, wildlife habitats, forested areas, ridgelines, slopes in excess of 25 percent, etc.)

Physical and Administrative Features (Sec. 301.A.2.iii)

- Zoning district acreage(s) on the property
- Current aerial photograph with project boundaries
- Visible and/or known man-made features in and within 500 feet of the site (bridges, railroad tracks, buildings, historic/cultural features, trails, historic structures/remnants, archaeological resources, cemeteries, historic or current waste disposal sites, etc.)
- Roadway features, including location, name, and right-of-way
- Driveway locations on the property and nearby

Concept Plan Narrative Checklist

Location and Documentation of Features:

- Area parks serving the property
- School facilities serving the property
- Community facilities near the property
- Any other public spaces near the property

Proposed Approach for:

- Drinking water supply/provision
- Landscaping
- Storm water management/retention
- Waste water treatment

Proposed Changes Checklist

- Location of any new roadway
- Street layout, including connections to adjacent streets/properties, and right-of-way width
- General driveway location(s) for non-residential subdivisions
- Any amenities, including common areas, trails, or community buildings
- Open space areas (if applicable)
- Conservation areas (if applicable)
- Recreational areas (if applicable)
- Use areas, and/or diagrams for typical lots (e.g. single-family, townhouse, multi-family, commercial, civic)
- Any pedestrian trails or bike paths

Land Use/Site Data Table

Provide numeric answers in right column.

Gross acreage of property	
Natural features acreage (Wetlands + High Slopes + Water Bodies + Floodplain)	
Net acreage (Gross acreage minus natural features acreage)	
Open space acreage	
Land use acreage	
Anticipated number or range of lots (single-family developments only)	
Anticipated number or range of units (mixed-use or multi-family residential developments only)	