



Community Development Planning Application

Submission	<p>Submit planning applications and all required materials via email to planning@newalbanyohio.org</p> <p>Paper copies are not required at this time however, 12 paper copies of the entire submission will be required ahead of a board hearing date. The planner assigned to your case will inform you when the paper copies need to be delivered to our offices. Fee invoices will be issued to you once the application is entered.</p>																				
Project Information	Site Address _____ Parcel Numbers _____ Acres _____ # of lots created _____																				
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; padding: 2px;">Choose Application Type</th> <th style="text-align: left; padding: 2px;">Description of Request:</th> </tr> </thead> <tbody> <tr> <td style="padding: 2px;"><input type="checkbox"/> Appeal</td> <td style="padding: 2px;"><input type="checkbox"/> Extension Request</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Certificate of Appropriateness</td> <td style="padding: 2px;"><input type="checkbox"/> Variance</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Conditional Use</td> <td style="padding: 2px;"><input type="checkbox"/> Vacation</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Development Plan</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Plat</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Lot Changes</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Minor Commercial Subdivision</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Zoning Amendment (Rezoning)</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Zoning Text Modification</td> <td style="padding: 2px;"></td> </tr> </tbody> </table>	Choose Application Type	Description of Request:	<input type="checkbox"/> Appeal	<input type="checkbox"/> Extension Request	<input type="checkbox"/> Certificate of Appropriateness	<input type="checkbox"/> Variance	<input type="checkbox"/> Conditional Use	<input type="checkbox"/> Vacation	<input type="checkbox"/> Development Plan		<input type="checkbox"/> Plat		<input type="checkbox"/> Lot Changes		<input type="checkbox"/> Minor Commercial Subdivision		<input type="checkbox"/> Zoning Amendment (Rezoning)		<input type="checkbox"/> Zoning Text Modification	
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Contacts	Applicant Information		Property Owner Information																		
	Name		Name																		
	Address		Address																		
	City, State, Zip		City, State, Zip																		
	Phone Number		Phone Number																		
	Email		Email																		
Signature	<p>Site visits to the property by City of New Albany representatives are essential to process this application. The Owner/Applicant, as signed below, hereby authorizes Village of New Albany representatives, employees and appointed and elected officials to visit, photograph and post a notice on the property described in this application. I certify that the information here within and attached to this application is true, correct and complete.</p>																				
	Signature of Owner		Date:																		
Signature of Applicant		Date:																			

Department Address: 7815 Walton Parkway • New Albany, Ohio 43054 • Phone 614.939.2254

Mailing Address: 99 West Main Street • P.O. Box 188 • New Albany, Ohio 43054

Fees & Submittal Information

Appeal		250.00	_____
Certificate of Appropriateness			_____
ARB – single and two family residential		100.00	_____
ARB – All other residential or commercial		300.00	_____
ARB - Signage		75.00	_____
Conditional Use		600.00	_____
Development Plan – Preliminary PUD or Comprehensive			_____
Planning fee	First 10 acres	750.00	_____
	Each additional 5 acres or part thereof	50.00 / each	_____
Engineering fee	1-25 lots	155.00 / each	_____
	Minimum fee	1000.00	_____
Engineering fee	26 – 50 lots	3875.00	_____
	Each additional lot over 26	75.00 / each	_____
Engineering fee	Over 51 lots	5750.00	_____
	Each additional lot over 51	50.00 / each	_____
Development Plan – Final PUD			_____
Planning fee	First 10 acres	650.00	_____
	Each additional 5 acres or part thereof	50.00	_____
Engineering fee	1-25 lots (minimum fee \$1,000.00)	155.00 / each	_____
Engineering fee	26 – 50 lots	3875.00	_____
	Each additional lot over 26	75.00 / each	_____
Engineering fee	Over 51 lots	5750.00	_____
	Each additional lot over 51	50.00 / each	_____
Development Plan – Non-PUD		300.00	_____
Development Plan / Text Amendment		600.00	_____
Plat – Road Preliminary			_____
Planning fee		350.00	_____
Engineering fee	no lots on either side of street	1.00 / LF	_____
	lots on one side of street	.50 / LF	_____
	Minimum fee	1,000.00	_____
Plat – Road Final			_____
Planning fee		350.00	_____
Engineering fee	no lots on either side of street	1.00 / LF	_____
	lots on one side of street	.50 / LF	_____
	Minimum fee	1,000.00	_____
Plat – Subdivision Preliminary			_____
Planning		650.00	_____
	Plus each lot	50.00 / each	_____
Engineering fee	1-25 lots (minimum fee \$1,000.00)	155.00 / each	_____
Engineering fee	26 – 50 lots	3875.00	_____
	Each lot over 26	75.00 / each	_____
Engineering fee	Over 51 lots	5750.00	_____
	Each lot over 51	50.00 / each	_____

Fees & Submittal Requirements

Plat – Subdivision Final			
Planning		650.00	_____
	Plus each lot	15.00 / each	_____
Engineering fee	1-25 lots (minimum fee \$1,000.00)	155.00 /each	_____
Engineering fee	26-50 lots	3875.00	_____
	Each lot over 26	75.00 / each	_____
Engineering fee	Over 51 lots	5750.00	_____
	Each lot over 51	50.00 / each	_____
Lot Changes		200.00	_____
Minor Commercial Subdivision		200.00	_____
Vacation (Street or Easement)		1200.00	_____
Variance			
	Non-single family, commercial, subdivision, multiple properties	600.00	_____
	Single Family residence	250.00	_____
	In conjunction with Certification of Appropriateness	100.00	_____
Extension Request		0.00	_____
Zoning			
	Rezoning - First 10 acres	700.00	_____
	Each additional 5 acres or part thereof	50.00 / each	_____
	Rezoning to Rocky Fork Blacklick Accord	250.00	_____
	Text Modification	600.00	_____
Easement Encroachment		800.00	_____