



Whitehouse Planning Commission Meeting Notice

Notice is hereby given that the Planning Commission of the Village of Whitehouse will meet on Monday, March 3, 2025, at 6:00 p.m. in the Council Chambers, Whitehouse Village Hall, 6925 Providence Street, Whitehouse, Ohio.

AGENDA

1. Call the Public Hearing to order to hear testimony on a requested zoning map amendment for 11320 Archbold Whitehouse Road, Whitehouse, Ohio, Lucas County Parcel No. 98-02468. (Staff Report 02-2025)
2. Close the Public Hearing.
3. Call the Regular Meeting to Order
4. Approve Minutes of the February 3, 2025, Planning Commission Meeting.
5. Review and make a recommendation to Whitehouse Village Council concerning a request for a zoning map amendment at 11320 Archbold Whitehouse Road, Whitehouse, Ohio.
6. Other business as appropriate under the Charter.
7. Adjourn.

Jordan D. Daugherty
Municipal Administrator

**MINUTES OF THE PLANNING COMMISSION
VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO
February 3, 2025**

At 6:00 pm, Tom Lytle called the Whitehouse Planning Commission to order.

Roll Call: Tom Lytle, Charles Kethel, Dennis Kennedy and Mayor Bingham. Also in attendance were Tom Roehrs, Fernando Camaryo, Ryan Wamsher, Karen Gerhardinger, Administrator Jordan Daugherty, and Deputy Administrator Joshua Hartbarger.

Chuck Kethel made a motion to approve the minutes of the November 4, 2024, meeting; Dennis Kennedy seconded the motion. Motion passed all ayes.

The first agenda item was to elect officers for 2025. Chuck asked if this could be postponed to the next meeting. Jordan said that would be allowed.

Second Agenda item is to review and discuss the preliminary site plan for the Whitehouse Square Townhomes being proposed in the Whitehouse Square TND by West Rock Development.

- 33 residential units on individual lots, south of the existing strip plaza. Access would be from Whitehouse Square Blvd. 1600-2000 sq. ft. townhomes
- Staff recommends no street parking due to safety and traffic concerns.
- Park area isn't indicated on the plans. Northeast corner has a dry detention pond area which could be enhanced to work as a park or other recreational area.
- Sidewalks and parking. Plans show sidewalks along Whitehouse Square Blvd (front side of dwellings). Is there a need to have sidewalks at the back of the same property when it has a rear-load garage. That should eliminate street parking on the west side of the street
- Each townhome will have similar designs with varying materials on the façade.
- HOA will be formed after last lot is done. HOA will be responsible for upkeep of park/pond area
- Jameson Drive will be a public road
- Streetlights, hydrants and landscaping plans will be forthcoming
- Variance to allow garage access off the front on Jameson Drive, allow lot width below minimum requirements, front yard setback larger than five feet, and floor space less than 1,000 square feet

Dennis made a motion to approve the four variances as outlined in the staff report, seconded by Mayor Bingham. Motion passed all ayes.

A motion to adjourn was made by Charles Kethel and seconded by Dennis Kennedy. Motion passed all ayes.

Respectfully submitted,

Joshua Hartbarger
Deputy Administrator

**STAFF REPORT
PLANNING COMMISSION
ZONING CHANGE REVIEW
11320 ARCHBOLD WHITEHOUSE – STAFF REPORT 02-2025
MARCH 3, 2025**

Owner/ Applicant: Charlie Grass, Artisan Craft Built Homes, LLC

Subject Property: 11320 Archbold Whitehouse

Current Zoning: S-1 Suburban (1 acre)

Request: Applicant is requesting a change to an R-2 PUD zoning classification.

Adjacent Zoning: North: M-1 Light Industrial
East: R-3 Single family (10,800 s.f.)
South: R-3 Single family (10,800 s.f.)
West: R-2 Single-family (15,000 s.f.)

Adjacent Uses: North: A.W. Bus and Operations Building
East: Single family residences
South: Single family residences
West: Farmland and single family residences

Project Description: The process of purchasing the 37.99-acre parcel is underway with the prospective owner seeking to change the zoning classification from S-1 to R-2 PUD. The property is currently used for agricultural purposes and the likely future use would be residential housing.

Access: The property has access from Waterville Street from the south, West and Temperance Streets from the east, and a possible connection to Centerville Street from the north.

CONSIDERATIONS:

1. This property is currently owned by Kennedy Investors Limited Partnership and is used for agricultural purposes.
2. The parcel is sandwiched between three (3) differing zoning classifications, M-2, R-2, and R-3. A copy of the development requirements for each of the classifications are included for review.
3. In addition to the design requirements, housing density, utilities capacity, drainage plans, and road accessibility should be considered.
4. The Commission is tasked with making a recommendation to either accept or reject the rezoning request. Later, a Village Council public hearing will take place on March 18, 2025 before Village Council's final decision on the matter.



APPLICATION FOR A ZONING MAP AMENDMENT

Property Address: 11320 Archbold-Whitehouse

Parcel #: 98-02468 Present Zoning: 5-1 Proposed Zoning: R-2 PUD

Proposed Use: single family residential homes

Property Owner: Kennedy Investors Limited Partnership Phone #: 214-450-8795

Address: 11065 Dyke Rd. Curdice, OH 43412

E-mail: tkennedy@allredpilots.org

Applicant/Agent: Charles Grass

Phone #: 419-277-7777

Address: PO Box 2755 Whitehouse

E-mail: charlesgrass@roadrunner.com

Legal Description of Subject Property (or attach copy): see attached

The undersigned state(s) that this Application is true, accurate and complete with all required documentation. Whitehouse relies on the completeness, relevancy, and accuracy of the Zoning Map Amendment Application. Any omission from, or misrepresentation in, the Application, Exhibits and data shall be the basis for the Planning Commission to void any Zoning Map Amendment approval. All provisions of the Whitehouse Zoning Code shall apply to all Applications.

Signature of Applicant(s): Charles Grass

Date: 10-18-24 1-16-25

Signature of Owner(s): Tricia E. Kennedy

Date: 10-18-2024 1/20/25

Please return the original application with all documents, along with the application fee to:

Whitehouse Zoning Department
6925 Providence Street, PO Box 2476
Whitehouse, Ohio 43571
Phone: 419.877.5383

OFFICE USE ONLY

Received By: _____

Date: _____

Fee: _____

Receipt #: _____

Check #: _____

You must complete the following questions (if additional space is needed, attach extra pages to this Application).

1) Name of owner(s): Kennedy Investors Limited Partnership

2) If Land Trust, name(s) of all beneficial owners: N/A

3) Name of Applicant(s): Charles Grass

4) Address of Applicant(s): PO Box 2755 6027 Matthew Drive Whitehouse

5) Applicant(s) phone number: Home _____ Office 419-277-7777
Home _____ Office _____

6) Property interest of Applicant:

☐ Owner

☒ Contract purchaser

☐ Attorney of owner

☐ Other (describe) _____

7) Address of property in question: 11320 Archbold Whitehouse

8) Size of parcel: Approx - 39 Acres ±

9) Zoning category requested:

☐ A

☐ R-5

☐ C-3

☐ S-1

☐ R.P.D.

☐ C-4

☐ R-1

☐ B.P.D.

☐ M-1

☒ R-2 PUD

☐ C.P.D.

☐ M-2

☐ R-3

☐ C-1

☐ B-P

☐ R-4

☐ C-2

10) Adjacent Zoning:

To the North: R-3 & M-1
To the South: R-3
To the East: R-3
To the West: R-2

11) How is the property in question presently improved? not currently farmed

12) Present Use:

- ☐ Commercial
☐ Industrial
☐ Residential
☒ Other
(Describe) farm

13) Adjacent Uses:

To the North: Residential single family & AW bus garage/parking
To the South: residential single family
To the East: " " "
To the West: " " "

14) A SPECIAL USE PERMIT/ZONING AMENDMENT is requested in

conformity with the powers vested in the Commission and Board to permit
the development of single family residential lots

(Proposed Use)

15) ATTACH LEGAL DESCRIPTION AS IT APPEARS ON THE DEED.

16) Is the property in question currently in violation of the Zoning Ordinance?

- ☐ Yes
☒ No
☐ If yes, how? _____

17) Is the property in question presently subject to a special-use?

☐ Yes

☒ No

If yes, list each date and ordinance granting the special-use(s). _____

18) From what section of the Zoning Ordinance are you requesting a Special Use (Zoning Amendment)? 1248.01

19) Explain why, in your opinion, the grant of this request will be in harmony with the neighborhood and not contrary to the intent and purpose of the Zoning Ordinance. Subject property completely surrounded by residential single family home

I (we) certify that all of the above statements and the statements contained in any papers or plans submitted herewith are true to the best of my (our) knowledge and belief.

I (we) consent to the entry in or upon the premises described in this application by any authorized official of the Village of Whitehouse for the purpose of securing information, posting, maintaining and removing such notices as may be required by law.

Charles J. Smith
(Signature) Applicant

1-16-25
Date

Angela Smith
(Signature) Owner

1/20/25
Date

File No.: 2449750

EXHIBIT A

The Land is described as follows:

That part of the following described property lying West of the West line of the Plat of Oak Brook and said West line extended Northerly:

The West one-half (1/2) of the West one-half (1/2) of the Southeast Quarter (1/4) of Section Thirty-Four (34), Town Seven (7) North, Range Nine (9) East, in the Village of Whitehouse, Lucas County, Ohio, excepting therefrom the East 200 feet of the South 250 feet, and also excepting therefrom the West 125 feet of the South 300 feet.

Subject to Legal Highways.

Parcel No. 98-02468

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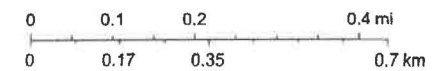
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September 4, 2024

1:9,604



Lucas County Auditor's Office, GIS Dept.; US Census Bureau, Lucas County EMA, Lucas County Auditor's Office, ESRI, Lucas County Auditor's 2021

37.99 Acres

Anonymous

1256.02 Development Standards Matrix

The development and execution of this Chapter is based upon the division of the municipality into districts within which the uses of land and buildings and the bulk and location of buildings and structures in relation to the land are substantially uniform. The following provisions shall apply in the respective zoning districts. Development standards for the TND, Corridor Overlay District, and PUD are contained in Chapters 1251 to 1253.

A. Development Requirements for "A," "S," and "R" Districts								
District	Minimum Lot Area (#1)		Minimum Yard (#2)			Maximum Height (#3)		Minimum Living Area (s.f. per dwelling unit by number of bedrooms)
	Net Acreage (or s.f.) per dwelling unit	Width (ft.)	Front	Side	Rear	Stories	Feet	
"A" Agricultural District	5 acres	150	50	20	35	2-1/2	35	SF/One BR: 1,000 SF/Two BR: 1,200 SF/Three BR: 1,350
"S-1" Suburban Residential	1 acre	150	50	20	35	2-1/2	35	
"R-1" Single Family Residential	20,000 s.f.	100	35	15	35	2-1/2	35	
"R-2" Single Family Residential	15,000 s.f.	90	35	10	35	2-1/2	35	
"R-3" Single Family Residential	10,800 s.f.	80	35	10	35	2-1/2	35	
"R-4" Two-Family Residential	SF: 10,800 s.f. 2F: 15,000 s.f.	SF: 80 2F: 100	35	SF: 10 2F: 15	35	2-1/2	35	SF/One BR: 1,000 SF/Two BR: 1,200 SF/Three BR: 1,350 2F/One BR: 650 2F & MF/Two BR: 850
"R-5" Multi-Family Residential (#4)	SF: 10,800 s.f.; 2F: 15,000 s.f.; MF: 18,000 s.f. or 3,500 s.f. per dwelling unit, whichever is greater	SF: 80 2F: 100 MF: 100	SF: 30 2F: 35 MF: 35	SF: 10 2F: 15 MF: 15	25	2-1/2	35	
Footnotes to Table: ("ft." = feet; "s.f." = square feet; "BR" = Bedroom; "SF" = Single Family; "2F" = Two Family; "MF" = Multi-Family)								
#1	The minimum lot area standard indicated in the table shall not include public rights-of-way or easements. Measurement of the lot area shall be made to the street right-of-way. A lot of less area or width, which was so recorded at the time of the adoption of this Ordinance, and the owner thereof owns no adjoining land, may be occupied by a single family dwelling and shall meet the requirements of Chapter 1260 (Nonconforming Lots, Structures, and Uses).							
#2	When the boundary line of two (2) zoning districts divide a lot held in single ownership, the minimum yard requirements shall apply and extend from the zoning district line.							
#3	No building, except those for agricultural purposes where permitted, shall be erected or enlarged to exceed the standards indicated for each district except as provided for in Section 1256.01.D. (Architectural Projections).							
#4	Site design and development shall be required in accordance with provisions of Section 1241.06 (Site Plan Requirements).							

B. Development Requirements for "C," "B," and "M" Districts

District (#1)	Minimum Lot Area (#2)		Minimum Yard (#3)			Maximum Height (#4)	
	<u>Net Acres</u> (or s.f.)	<u>Width</u> (ft.)	<u>Front</u>	<u>Side</u>	<u>Rear</u>	<u>Stories</u>	<u>Feet</u>
"C-1" Neighborhood Commercial	25,000 s.f.	90	50	20; 30 if abutting an "A", "S-1" or "R" District	30	2-1/2	35
"C-2" Village Center Commercial	10,800 s.f.	90	0	0	10	2-1/2	35
"C-3" General Commercial	25,000 s.f.	100	50	20; 30 if abutting an "A", "S-1" or "R" District	20; 30 if abutting an "A", "S-1" or "R" District	2-1/2	35
"C-4" Highway Shopping Center Business District	120,000 s.f. (600 feet depth)	200	100	20; 100 if abutting an "A", "S-1" or "R" District	25; 100 if abutting an "A", "S-1" or "R" District	2-1/2	35; 15 for accessory bldg.
"B-P" Business Park District	2 acres	150	50; 100 if abutting an "A", "S-1" or "R" District	50 (driveway side) 25 (other side); 100 if abutting an "A", "S-1" or "R" District; 30 (accessory bldg)	50; 100 if abutting an "A", "S-1" or "R" District; 30 (accessory bldg)	3-1/2	40; 15 (accessory bldg)
"M-1" Light Industrial / Office Research District	1 acre	150	50	30; 50 if abutting an "A", "S-1" or "R" District	40; 45 if abutting an "A", "S-1" or "R" District	3-1/2	40
"M-2" General Industrial	5 acres	250	50; 100 if abutting an "A", "S-1" or "R" District	40; 100 if abutting an "A", "S-1" or "R" District	40; 100 if abutting an "A", "S-1" or "R" District	3-1/2	40

Footnotes to Table:

#1 Site design and development shall be required in accordance with provisions of Section 1241.06 (Site Plan Requirements).

#2 The minimum lot area standard indicated in the table shall not include public rights-of-way or easements. Measurement of the lot area shall be made to the street right-of-way. A lot of less area or width, which was so recorded at the time of the adoption of this Ordinance, and the owner thereof owns no adjoining land, may be occupied and shall meet the requirements of Chapter 1260 (Nonconforming Lots, Structures, and Uses).⁵²

#3 When the boundary line of two (2) zoning districts divide a lot held in single ownership, the minimum yard requirements shall apply and extend from the zoning district line.

#4 No building shall be erected or enlarged to exceed the height standards indicated except as provided for in Section 1256.01.C. (Height).

⁵² Amended Ord. 12-98; Passed 4-7-98

CHAPTER 1247

PLANNED UNIT DEVELOPMENT REVIEW

- 1247.01 Application Procedure
 - 1247.02 Amendments to an Approved Planned Unit Development (changes)
 - 1247.03 Submission of Development Plan
-

1247.01 Application Procedure¹⁵

- A. Rezoning to a Planned Unit Development (PUD) District is discretionary and may be initiated by the property owner or an agent legally authorized to act on their behalf by petition, submitted and processed in accordance with Chapter 1248 (Amendments).
- B. A PUD District may be located in the "S," "R," "C," "M," and "BP" Districts in accordance with Chapter 1253 (Planned Unit Development).
- C. The application shall include a Development Plan in accordance with Section 1247.03 (Submission of Development Plan). If a PUD district is proposed to be associated with a different conventional district than the zoning district in effect for the site, the applicant may defer submission of a Development Plan until Council votes on the petition to amend the Zoning Map to the proposed PUD Zoning District. Such non-concurrent review of the PUD Development Plan shall be submitted and processed in accordance with Chapter 1248 (Amendments).
 - 1. *Preliminary Discussions.* Prior to submission of the Development Plan, each subdivider of land or their surveyor or registered professional engineer is encouraged to confer with the Administrator before preparing a Development Plan in order to become thoroughly familiar with the subdivision requirements and those of the official plans affecting the area within which the proposed subdivision lies.
 - 2. *Preliminary Sketch Drawings.* In addition, a sketch drawing may be submitted, in duplicate, to the Planning Commission for its preliminary review and recommendations. The drawing shall contain enough information so that an accurate analysis can be made. The Commission shall advise and aid the developer or owner in obtaining the best possible layout for all concerned. After a proper solution has been worked out, the developer or owner may proceed with preparation of a Development Plan.
- D. Upon submission of a PUD Development Plan, the drawing shall be analyzed by the Commission for conformity to the PUD and Subdivision Regulations. If the drawing does not conform to these Subdivision Regulations, the owner or an agent legally authorized to act on their behalf shall be notified so that the drawing may be revised.

¹⁵ Amended Ord. 27-2006; Effective August 1, 2006

1. Prior to review by the Planning Commission, the Development Plan shall be sent to the appropriate public agencies for their review and recommendations. When the recommendations of the public agencies are received, they shall be reviewed by the Planning Commission. If the drawing is not acceptable to public agency, the owner or an agent legally authorized to act on their behalf shall be notified so that the drawing may be revised. If the drawing is acceptable and/or subject to certain modifications, the drawing shall be presented to the Commission for consideration.
 2. The Commission may introduce such changes or revisions to the drawing as are deemed necessary to the interests and needs of the community, provided that such changes are not in violation of the Planned Unit Development and Subdivision Regulations. Changes agreed to by the owner or an agent legally authorized to act on their behalf shall be marked in red on the approved drawing. The developer or his or her agent shall then furnish the Commission with three (3), 24" x 36" blueline or blackline paper prints of the revised drawing containing such agreements and three (3) good quality black and white reproducible, PMT, PDF digital copy, or velox reductions of the original prints at a size 11" by 17".
 3. The Commission shall disapprove the drawing if it does not contain the necessary information, if it is not in accordance with the Planned Unit Development and Subdivision Regulations, or if the proposed improvements are not approved by the appropriate public agencies.
 4. The Commission shall render a decision upon the PUD and within ten (10) days thereafter, the owner or an agent legally authorized to act on their behalf shall be notified in writing of the Commission action, and such notification will also be given to appropriate public agencies.
- E. Upon final approval of the Development Plan by Council, the subject property shall be designated as a PUD District on the Zoning Map and any other zoning district regulations that applied to the property shall no longer apply to that property. Such designation shall include the zoning district in the name along with the PUD notation (e.g., "R-4 PUD").
- F. All planned developments shall be platted in accordance with applicable subdivision rules and regulations. An approved Development Plan shall replace the Preliminary Plat Procedure requirement according to Section 1123.04 of the Subdivision Regulations. Council approval of a Development Plan is valid for one (1) year and allows the developer to proceed with the preparation of the improvement plans required by the various public agencies. Within this time period, a Plat may be filed as provided for in Section 1123.05 (Plat Requirements) of the Subdivision Regulations.

- G. No construction of any improvement on a parcel to be developed pursuant to an approved Development Plan shall occur prior to Plat approval, recording of the Plat in the office of the County Recorder, and filing for a Zoning Permit with the Zoning Inspector subject to Section 1241.03 (Permits Required), Section 1241.05 (Application and Issuance of Zoning Permits), and Section 1241.06 (Site Design and Development).

1247.02 Amendments to an Approved Planned Unit Development (changes)

After the final development plan has been approved by Council, adjustments or rearrangements of buildings, parking areas, entrances, heights, or yards may be requested by the proponents.

A. Major Change

1. A major change, as defined herein, shall require review and recommendation by the Planning Commission and approval by Council.
2. A major change is any change which would constitute a significant alteration in the basic plan design or result in a use different from those originally intended and which does not meet the criteria under a minor change, as herein described.

B. Minor Change

1. Minor changes or revisions, as defined herein, may be approved by the Administrator provided such requests substantially conform to the standards established by the approved Development Plan and this Ordinance.¹⁶
2. Minor changes or revisions shall be limited to the following:
 - a) Adjustments to the size and location of buildings, swimming pools, and other on site structures so long as:
 - 1) They do not result in an increase in the number of units over and above those that the plan covers;
 - 2) They do not encroach materially into the established setback areas;
 - 3) They do not encroach into the designated parking areas to the extent that would necessitate an alteration in the layout of the access drives or provisions for additional parking spaces; and
 - 4) They do not create a larger building mass either through an increase in their height or length that would magnify their effect on the adjoining areas.

¹⁶ Amended Ord. 27-2006; Effective August 1, 2006

- b) Alterations to the proposed drives and/or parking areas so long as they do not encroach into building areas or specified recreation areas.
- c) Adjustments in the size and location of development identification signs.

1247.03 **Submission of Development Plan**¹⁷

A Development Plan illustrating compliance with the standards and criteria set forth in Chapter 1253 (Planned Unit Development) shall be submitted for all subdivisions located within Whitehouse, which are intended to be recorded as a plat within a PUD. The Development Plan shall not be accepted for processing unless it is submitted at least thirty (30) days before a meeting of the Commission and the following data are contained therein:

A. Submission Format

1. The Development Plan shall be based on a boundary survey prepared by a registered surveyor or a registered, professional engineer.
2. The submission shall contain:
 - a) Three (3) blueline or blackline prints of the Development Plan on 24" x36"; and
 - b) Three (3) good quality black and white reproducible PMT, PDF digital copy, or velox reductions of the original prints shall be submitted at a size 11" by 17".
2. Identification shall be noted as follows:
 - a) The title "Development Plan" and the proposed name of the subdivision;
 - b) The case file number if one has been assigned for the development;
 - c) Names, addresses, and phone numbers of the developer, and any parties who should be informed of the progress of the request, including the land owner(s), attorney, architect, engineer, landscape architect or other appropriate consultants;
 - d) The scale of the drawing (one inch equals 100 feet preferred);
 - e) The date and a north point which points either toward the top of the drawing or to the left side of the drawing;

¹⁷ Amended Ord. 27-2006; Effective August 1, 2006

- f) A general location sketch showing and section and corporation lines, and all adjacent roadways;
 - g) A complete legal description by township, section, town and range or by other legal description;
 - h) The approximate acreage.
3. Delineation shall include, but not be limited to, the following:
- a) Boundary lines of the proposed subdivision indicated by dashed heavy lines;
 - b) Boundary lines of all tracts of unsubdivided and subdivided land abutting the proposed plat, showing owners of tracts greater than one acre;
 - c) The existing zoning of the proposed subdivision and abutting tracts in zoned areas;
 - d) Contours are preferably indicated at two (2) foot intervals as measured in the field;
 - e) Indication of ground forms, ditches, creeks, or other natural features that may affect the development of the property;
 - f) The Base 100-year Flood Elevations (BFE) and the lowest floor elevation of the structure;
 - g) Locations, widths and names of all existing or prior platted streets, other public ways, and sidewalks. The layout of proposed streets, their proposed names and widths and the widths of proposed alleys, sidewalks, crosswalks, trails, etc. Proposed street names shall be checked with the Real Estate Transfer Department of the County Auditor's office to avoid duplication. Right-of-way and pavement widths shall be measured from the centerline of the roadway;
 - h) Railroad and utility rights of way and other easements;
 - i) Parks and other public open spaces;
 - j) Existing and proposed lots or parcels indicating dimensions and lot areas, lot numbers, proposed use of lots, and zoning setback requirements. Indicate in a table the type, total number, total area, and unit density for a residential plan, or in the case of a business or industrial plan, a statement identifying the principal types of office, business, and/or industrial uses that are to be included in the proposed development;

- k) Proposed drive approach aprons. The drive approach width(s) shall be dimensioned where the apron meets the roadway pavement and shall be dimensioned at the throat;
- l) Existing buildings and structures within or adjacent to the tract. Proposed building set-back lines, showing dimensions. Dimensions of proposed buildings to be constructed. Indicate any building removals or other alterations to occur on the property;
- m) Existing sewers, water mains, fire hydrants, culverts, other underground facilities and open drainage ditches in and within close proximity to the tract, indicating the size, depth, direction of flow and location. Suggested locations of proposed water lines, sanitary sewer lines, and storm sewer lines, including a diagram of proposed drainage of streets and lots, with indication of areas to be used for storm water detention or retention , their outlet into existing facilities, and proposed elevations of drains at critical points.
- n) An entranceway, perimeter, and common space landscaping and screening plan in accordance with Section 1257.09 (Landscaping and Screening Requirements) and the Whitehouse Street Tree Ordinance;
- o) The locations, size (height), and material of all existing and proposed entranceway, perimeter, and common space fencing and/or walls;
- p) The location, height and dimensions of existing or proposed signs on the property;
- q) The location and dimensions of existing or proposed off-street parking spaces and drive aisles for common areas. The drawing shall include the number and size of the proposed parking stalls including handicap spaces. The type of pavement composition of the parking area, *i.e.*, asphalt or concrete shall be indicated. If the off-street parking area is located next to an existing parking area or on another parcel, the method of circulation, if any between the two areas, shall be shown.