

Preparing for Preliminary Site Compliance

111 N Front Street, Columbus, Ohio 43215

Phone: 614-645-0032 • Email: engineeringinfo@columbus.gov • www.columbus.gov/bzs/

The following will need to be shown on the site plan prior to scheduling a preliminary meeting:

Project title	Zoning designation for project site and adjacent sites
Address(es)	Parking calculations <ul style="list-style-type: none">• See C.C.C. 3312.47 Calculation methods and 3312.49 Required parking• If the project site is within a new ZoneIn Corridor, indicate the amount of parking that will be provided.
Parcel ID and Parcel Boundaries	
North arrow	
Scale bar	All existing and proposed buildings, building footprints, dimensions, heights, and square footages <ul style="list-style-type: none">• If the site is within the new ZoneIn Corridor, provide elevation drawings.
Location map	
Scope of Work: Provide a narrative description of the existing and proposed conditions on the site	Building and parking setbacks (if applicable)
Site Data Table <ul style="list-style-type: none">• Total Site Area• Total Disturbed Area• Total Impervious Disturbed• Pre-Developed Impervious Area• Post-Developed Impervious Area	Label street names, roads, and existing right-of-way
	Floodplain Table <ul style="list-style-type: none">• FIRM Panel Number (provide entire FIRM Panel #)• Effective date of FIRM Panel (provide month, day & year)• Flood Zones (insert AE, X, etc. as applicable)• Any floodway fill or floodway obstruction? (YES or NO)

NOTE: The final site compliance plan must be signed, stamped, and dated by a licensed architect or engineer prior to submittal.

Formatting Requirements

Plans Size: Please submit with one of the following dimensions: "E"size (22" x 34"), Architectural size (30" x 42") plan sheets, 11" x 17" may be permitted on small projects as long as the details are legible.

Landscape Orientation

Document Name: "A-Project Name"

Linework in black and white

Aerial Imagery removed

Flattened PDF

Once all of those items have been included on the site plan, send an email to engineeringinfo@columbus.gov to set up a preliminary meeting.