



## Open Space Development Review Application

Colerain Township Planning & Zoning Department  
4200 Springdale Road, Colerain Township, Ohio 45251  
Phone: (513) 385-7505 Fax: (513) 245-6503  
www.coleraintwp.org

Please read and complete the information below. All information must be filled in prior to review by the Zoning Administrator. Incomplete information will delay the review process. Fees must accompany application. Open Space Developments must comply with Article 7 of the Colerain Township Zoning Resolution prior to submission. A copy of the final plat as filed with Hamilton County is required to be submitted to the Colerain Township Zoning Office when complete.

### **Owner Information:**

Owner(s): \_\_\_\_\_

Owner(s) Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Owner(s) Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Applicant:**

Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

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

### **Property Information:**

Parcel ID: Book: 510 Page: \_\_\_\_\_ Parcel(s): \_\_\_\_\_

Address: \_\_\_\_\_

General Location: \_\_\_\_\_

Zoning District: "R-1" | "R-2" | "R-3" Gross Acres: \_\_\_\_\_ Net Acres: \_\_\_\_\_

Density Calculation: \_\_\_\_\_ Number of Proposed Units: \_\_\_\_\_

Total Open Space Acreage: \_\_\_\_\_ Any lakes or ponds over 1 acre: Yes No

Sewer: Public | Private Water: Public | Private Wetlands Present: Yes No

Minimum Lot Area: \_\_\_\_\_ Maximum Lot Area: \_\_\_\_\_ Phased Dev.: Yes No

Proposed Setbacks: Front: \_\_\_\_\_ Side(s): \_\_\_\_\_ Rear: \_\_\_\_\_

Hillside Overlay: Yes No Existing Easements: Yes No Proposed Easements: Yes No

**Submission Requirements:**

- \_\_\_\_\_ **TEN (10)** prints of the proposed plan (**FOLDED**).
- \_\_\_\_\_ Submit **TWO** copies on a **SINGLE** 8 1/2" x 11" or 11" x 17" sheet.
- \_\_\_\_\_ Email a copy of the plans to the Township in **PDF** or **JPEG** format (use colors readable on white background).
- \_\_\_\_\_ Written narrative / Letter of Intent.
- \_\_\_\_\_ Application Fee made payable to Colerain Township Trustees: \$500 (w/ application) + recording fees (upon approval).
- \_\_\_\_\_ Proposed Easement or Covenant per Colerain Township Zoning Resolution Section 7.4.8.

**Plat Checklist:**

The Open Space Development plan shall provide the following minimum information:

1. \_\_\_\_\_ Scale: 1" = 100'
2. \_\_\_\_\_ Boundaries of the area proposed for development with accurate dimensions and total acreage of all proposed land uses.
3. \_\_\_\_\_ A summary of the proposed development broken down into component parts. Such component parts include numbers of residential units, types of residential units, and land proposed to remain as required open space and/or active recreation.
4. \_\_\_\_\_ The exact location and dimension of private streets, common drives, and public street rights-of-way.
5. \_\_\_\_\_ Exact location of building footprints or envelopes within which dwelling units are to be constructed. Proposed building envelopes or footprints shall demonstrate that building locations will be in compliance with applicable spacing and yard requirements.
6. \_\_\_\_\_ All proposed lot lines with dimensions for all residential units for which individual ownership is proposed.
7. \_\_\_\_\_ Description of proposed improvements within required open space, with the location and acreage of areas proposed for active recreation.
8. \_\_\_\_\_ A detailed landscaping plan for new landscaping, including entry features and signs.
9. \_\_\_\_\_ The Declaration, Articles of Incorporation, and either Bylaws or Code of Regulations (for a Homeowner's Association), and any other final covenants and restrictions and maintenance agreements to be imposed upon the use of all land and pertaining to the ownership, use, and maintenance of all common areas, including required open space.
10. \_\_\_\_\_ Proposed utility easement locations.
11. \_\_\_\_\_ Proposed pedestrian circulation system providing access to a required open space system.
12. \_\_\_\_\_ Proposed design guidelines that express common architectural themes in buildings, and other improvements.
13. \_\_\_\_\_ A description of the proposed ownership and maintenance responsibility relative to the proposed required open space.
14. \_\_\_\_\_ A description of anticipated project phasing.
15. \_\_\_\_\_ All adjacent property within two hundred feet (200') of the subject property, including a description of adjoining land use(s) and location of buildings, structures, and man-made features within two hundred feet (200') of the project site.

Initials: \_\_\_\_\_ Date: \_\_\_\_\_

16. \_\_\_\_\_ Contour lines at vertical intervals of not more than five feet (5'), highlighting ridges, rock outcroppings, and other significant topographical features. The location of areas with existing slopes in excess of twelve (12%) shall be designated.
17. \_\_\_\_\_ Location of wetlands, rivers, and other watercourses. Other watercourses include all waterways that appear on 1:24,000 U.S.G.S. maps.
18. \_\_\_\_\_ All existing buildings and structures on the subject property.
19. \_\_\_\_\_ Description and location of soils classified as prime farmland soils according to the Hamilton County Soil Survey.
20. \_\_\_\_\_ A site of known historic, archaeological, or cultural significance, which may include stonewalls, barns, earth mounds, and burial grounds.
21. \_\_\_\_\_ The location of any land, which is designated as a 100-year flood plain, as defined by applicable Federal Emergency Management Agency Maps.
22. \_\_\_\_\_ A description of woodlands on the property, including existing hedgerows and tree lines.
23. \_\_\_\_\_ The location of land that is occupied by wetlands as defined by the U.S. Army Corps of Engineers.
24. \_\_\_\_\_ The location and acreage of any land that may not be developed due to an existing conservation easement or similar legal limitation on the development of a parcel (with associated acreage).
25. \_\_\_\_\_ An illustration of existing drainage patterns and watersheds.
26. \_\_\_\_\_ Reclamation Plan. Refer to Article 7, Section 7.4.8 of the Colerain Township Zoning Resolution.
27. \_\_\_\_\_ Name of project in lower right hand corner, date, scale, "North" sign, map title, total number of sheets and sheet number with north to top of plan.
28. \_\_\_\_\_ Name and title of applicant, present owner and person preparing map.
29. \_\_\_\_\_ Vicinity map of the site with reference to surrounding areas and to existing street locations.
30. \_\_\_\_\_ Area of entire site and area excluding streets and right-of-way, to be listed as gross and net.
31. \_\_\_\_\_ Location and dimensions of proposed traffic patterns, driveways for ingress and egress, lighting and type of pavement.
32. \_\_\_\_\_ Location and width of proposed streets (including type of pavement), length of cul-de-sacs exceeding 800', and the location of all access points adequately described to enable field location (i.e. exact distance from centerline of nearest street intersection or other fixed feature in closer proximity).
33. \_\_\_\_\_ Location of proposed curb and sidewalks.
34. \_\_\_\_\_ Location and details of proposed traffic improvements such as acceleration and deceleration lanes, channelization, widening of existing roadways (\* Note: Contact the County Engineer, permit section).
35. \_\_\_\_\_ Location and dimensions of right-of-way, easements and all lands to be dedicated to the county or township or reserved for specific uses (\* Note: Contact the County Engineer, permit section).
36. \_\_\_\_\_ Typical sections of right-of-ways (\* Note: Contact the County Engineer, permit section)
37. \_\_\_\_\_ Location of proposed retention and detention basins and storm water management concept (\* Note: Contact the Department of Public Works for this item)

Initials: \_\_\_\_\_ Date: \_\_\_\_\_

38. \_\_\_\_\_ Provide engineering, (signed and sealed by a professional engineer) data regarding existing watershed on the proposed site and within 200' in all directions of the subject site. Provide engineering data and the calculations (in GPM and Cubic feet) of expected run-off from impervious surfaces, both existing and proposed, based on rainfall from 5, 10 and 50 year storms.
39. \_\_\_\_\_ Generalized location of anticipated earthwork distinguishing cut from fill (proposed contour lines will be required at a maximum of 3:1 slope).
40. \_\_\_\_\_ Location and dimensions of proposed landscape and perimeter buffer area including construction limits (area to remain undisturbed), the location of existing trees and tree masses that will remain and their approximate trunk diameter (of over 6") or form of canopies and other significant landscape details or concepts.
41. \_\_\_\_\_ Location and dimensions - including heights and square feet - of all signs and exterior lighting (include cut-off angle, footprint, and intensity in foot candles value); a written evaluation of the extent of site lighting effects will have on all adjoining property.

NOTE: Information submitted shall be assumed to be correct. Applicant and/or agent shall assume responsibility for any errors and/or inaccuracies resulting in an improper application.

\_\_\_\_\_  
Signature of Person preparing checklist

\_\_\_\_\_  
Date Submitted

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone No.

\_\_\_\_\_  
City, State, Zip

**Applicant Certification:**

By signing, the applicant indicates that he or she has read, understands, and agrees to the following:

1. Right of Revocation: It is understood and agreed by this applicant that any error, misstatement, misrepresentation or material of fact, with or without intent, such as might and/or would case a refusal of this application, or any material alteration in the accompanying plans made subsequent to the issuance of a Zoning Certificate without approval of the Zoning Administrator or Zoning Board of Appeals, shall constitute sufficient grounds for the revocation of such certificate.
2. There may be deed restrictions on the property that differ from the Colerain Township Zoning regulations. Please check your deed to make sure that any proposed project meets any restrictions that may be in effect.

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

**Date:** \_\_\_\_\_

**Township Information:**

Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_

Zoning Administrator shall officially accept the application by (10 days): \_\_\_\_\_

Zoning Administrator shall officially approve or deny by (45 days): \_\_\_\_\_

**Distribution of Submitted Material**

<u>Agency</u>	<u>Date Sent</u>	
Colerain Township Legal Council	/	/
Hamilton County Regional Planning Commission	/	/
Hamilton County General Health District	/	/
Hamilton County Engineer	/	/
Hamilton County Public Works Department	/	/
Hamilton County Earthworks	/	/
Metropolitan Sewer District	/	/
Natural Resources Conservation Services	/	/
Ohio Environmental Protection Agency	/	/
FEMA	/	/
U.S. Army Corps of Engineers	/	/
Consultants retained by the Township	/	/
Colerain Township Trustees	/	/
Colerain Township Public Works	/	/
Colerain Township Fire Safety Inspector	/	/
Other _____	/	/

**Approval/ Denial Date:** \_\_\_\_\_

**Reason for Denial:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Zoning Administrator Signature:** \_\_\_\_\_

**Final plat as filed with Hamilton County received:** \_\_\_\_\_