

# SINGLE-FAMILY DWELLING, PLAN REQUIREMENTS

For more information: 513-745-8528

Community Development • 4343 Cooper Road • Blue Ash, Ohio 45242 • [www.BlueAsh.com](http://www.BlueAsh.com)



## USE THE CHECKBOXES TO ENSURE YOU HAVE ALL REQUIRED INFORMATION

Site Address _____ Zoning District _____	OFFICE USE ONLY
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### Zoning Code Requirements:

You must be familiar with the Zoning Code. Each site is regulated by the district in which it is located and also by Chapter 1181, which includes provisions that further regulate setbacks, foundation heights, and other elements of new homes that are to be built within existing neighborhoods and adjacent to existing residences. Call or email the City if you have any questions about these requirements.

### Every application shall address the following:

- 1) Plan scale is to be 1"=20', or 1" = 30'. 11x17 plan sheets preferred.
- 2) Plan shall include the following information, in addition to the project street address
  - Owner contact information
  - Developer and/or homebuilder contact information
  - Engineer, Surveyor, and/or Architect contact information
  - Bar scale and north arrow
  - Benchmark description
  - Date of drawing and dates of revisions
- 3) Boundary Line of the property with dimensions (bearings and distances per the Record Plat) including adjacent properties.
- 4) Recorded right-of-way line and public and private easements (type, location, and dimensions), including deed, book, and page reference. Easements shall be labeled public or private.
- 5) Verification that property corner pins are set or will be set from P.S. or P.E. Spot elevations is required for property corner pins.
- 6) Existing and Proposed topography at one foot intervals for site and within 10' of property lines, with existing topography at two foot contour intervals for all land within 100 ft. of site is to be based on field survey (not CAGIS or other sources), stamped and signed by a P.S. or P.E.
- 7) Existing and proposed building(s) location drawn to scale with
  - Finished grade elevation of adjacent structures at the point closest to proposed new construction.
  - Existing and Proposed grade elevation at outer corners of proposed construction
  - Top of foundation measurements for adjacent structures. Finished floor elevation of adjacent structures
  - Footprint of all proposed new structures, indicating distance to property lines
  - Floor elevation
- 8) Driveway(s) are drawn to scale.
- 9) Utility locations, type, size; to include the following:
  - Sanitary main and service (to include invert of sanitary main at the location of the service connection)
  - Water main and service
- 10) Grade information to adequately delineate drainage break points and 1' contours and spot elevations (if necessary) to adequately define the grades of:
  - Driveway(s)
  - Grades around building and at property line (front, sides, and rear)

- Swales, ditches, and creeks
  - Retaining walls (top and bottom of wall shots). Walls over 3' shall be designed and sealed by P.E.
  - Grades and features located within 10 feet on adjacent properties
- 11) Features in public right-of-way (street pavement, curb and gutter, street lights, sidewalk, utility poles, fire hydrants, roadside ditches, etc.). Provide culvert information for upstream and downstream driveway culverts (location, size, and inverts), if relevant. Show any proposed improvements necessary.
- 12) Accessory structures (sheds, swimming pools, etc.)
- 13) Storm drainage features (catch basins, inlets, storm sewers, culverts, headwalls, downspout configuration and discharge location, etc.) (sizes, grades, inverts, rim elevations, connections, and type specified). Also include slope percentage of storm drain in each section.
- 14) If deemed necessary by the City engineer, storm drainage calculations meeting Hamilton County's Rules and Regulations are to be submitted, to include:
- Minor and major storm runoff hydrology (on and off-site sources tributary to property). This would include a drainage map (delineation of pre- and post- construction drainage areas) and hydrology calculations at design points of interest
  - Capacity calculations for catch basins, inlets, storm sewers, culverts, and open channels (swales and ditches) to accommodate the minor and major storms per Hamilton County regulations
- 15) Proposed sump pump line configuration, size, and discharge location (sump lines cannot discharge directly onto sidewalks or streets and are to be 10' minimum setback from property line). Sump pump lines should be tied into existing and existing storm sewer whenever possible. Sump pump lines should be directed to the front of lot unless the rear is the only viable option, subject to approval by the City Engineer.
- 16) If any trees are to remain, show size (diameter) on plan along with any tree protection. Trees located within the public right of way are to remain, unless the removal and replacement is approved by the City
- 17) Location and type of any underground tanks
- 18) Limits of regulatory floodway (Special Flood Hazard Area), if any apply
- 19) Overland flood route for the major storm (100-year storm) shall be considered in the grading of the property
- 20) Building setback lines (front, sides, and rear)
- 21) Any open cut into existing street for utility installation shall be restored per 94.04 of the city code, to include control-density-fill (CDF) backfill (specify on plan). The City will inspect this work, advance notice required.
- 22) Sediment and erosion control features, to include:
- Silt fence at locations that will intercept runoff before it leaves the property, entrenched 6" below grade (note silt fence is to be entrenched 6" below grade on the plan)
  - Inlet protection for existing catch basins and inlets receiving property runoff (straw bales or silt fence for inlets in grass areas, Dandy Bags or equivalent for inlets in paved areas)
  - Straw bales/Check dams for existing swales, ditches, etc.
  - Sediment traps
  - Topsoil stockpile location with silt fence around it perimeter
  - Construction entrance (number #2 stones or equivalent) measuring 10'x30' for vehicle tracking control and parking/ storage area measuring 18'x36'. Show location of on-site construction parking.
  - All sediment and erosion control measures are subject to random City inspections.
- 23) Sediment and erosion control notes (Soil Conservation Service notes) that adequately discuss maintenance responsibly of the contractor. Also notes discussing temporary seeding and mulching (when and where to apply) and street/sidewalk cleaning and sweeping responsibly. Also note number of cubic yards of earth to be removed and note how it will be disposed of or relocated on the same site.
- 24) Additional information as required by the City.