

CITY OF LOVELAND, OHIO

Subdivision Regulations



Effective Date: 1/18/2019

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SECTION 1. GENERAL PROVISIONS

1.1 Title

These regulations shall officially be known, cited, and referred to as the Subdivision Regulations of the City of Loveland.

1.2 Purpose and Scope

These Subdivision Regulations for the City of Loveland, Hamilton, Clermont, and Warren Counties, Ohio, as provided for in Chapter 711 of the Ohio Revised Code, are intended to govern the control of the subdivision of land within the jurisdiction of the Loveland Planning and Zoning Commission, the preparation of plats of such subdivisions and the splitting of lots; improvement requirements; and standards of design. They are designed to provide and promote adequate and convenient traffic flow, coordination of layout, proper arrangement of streets, adequate provision of potable water and sewage treatment, adequate space for light and air, access for fire, police, and other emergency vehicles, and ensure provision for storm water management and various other facilities so as to ensure an integrated development of the City in an efficient and orderly manner in conformity with the Loveland Comprehensive Plan, and to promote the health, safety, and general welfare of the citizens of the City and surrounding areas.

1.3 Territorial Limits of Regulations

The rules and regulations governing plats and subdivisions of land contained herein shall apply within the corporate limits of the City of Loveland, Ohio.

1.4 Authority

The Planning and Zoning Commission of Loveland, Ohio is hereby designated as the land use authority for the City and is charged with the duty of approving regulations and making investigations and reports on the design and improvement of proposed subdivisions; and is hereby authorized to approve or disapprove plats of subdivisions, prepared and filed in accordance with the provisions of these regulations.

1.5 Interpretation of Standards

In their interpretation and application, the provisions of these regulations shall be held as minimum requirements. Wherever these regulations impose a greater restriction than is imposed or required by other provisions of law or by other rules, regulations or ordinances, the provisions of these regulations shall apply.

1.6 Severability

Should any section or provision of these regulations be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of these regulations as a whole, or any part thereof other than the part so declared to be unconstitutional or invalid.

SECTION 2. DEFINITIONS

2.1 Definitions

For the purpose of these regulations, certain terms are defined as follows:

2.1.1 Administrative Official(s) Governing Zoning, Building, Engineering, and Public Works Regulations

The administrative official(s) governing zoning, building, engineering, and public works regulations or his/her designee as appointed by the City Manager of the City of Loveland and as identified in Section 5.08, Department of Service, of the City Charter.

2.1.2 Alley or Service Drive

Any public or private thoroughfare less than 30 feet wide affording only secondary means of access to abutting properties.

2.1.3 Block

In describing the boundaries of a district, the work *block* refers to the legal description. In all other cases the word *block* refers to the property abutting on one side of a street between two intersection streets or a street and a railroad right-of-way or watercourse.

2.1.4 Building Line

The line, parallel to the street line, beyond which no building or part thereof shall project.

2.1.5 Comprehensive Plan

A document reflecting the long-range plan for the City of Loveland and which may also be referred to as a general plan, land use plan, or master plan. The *Comprehensive Plan* shall dictate the vision for the desirable use of land in the City as officially adopted and as amended by the City Planning and Zoning Commission and City Council. The purpose of such plan is to serve as a guide in the zoning and progressive changes in the zoning of land to meet the changing needs in the subdivision and use of undeveloped land, and in the acquisition of rights-of-way or properties for public purposes such as streets, parks, schools, and public buildings.

2.1.6 Developer

Any individual, firm, association, corporation, trust, or any other legal entity, which commences proceedings under these regulations to subdivide land within the City of Loveland, Ohio. In these regulations, the term *Developer* shall mean only the individual or individuals who have a controlling equity or financial interest in the firm, association, corporation, trust or legal entity nominally designated as the Developer of the proposed subdivision. For purposes of the Development Agreement provided in [Section 3.9: Development Agreement](#), such individuals may designate a representative as the Developer.

2.1.7 Easement

A grant by the property owner to the public, a corporation, or persons, of the use of a strip of land for specific purposes.

2.1.8 Engineer

A registered, licensed professional civil engineer in good standing in the State of Ohio.

2.1.9 Improvements

Include, but are not limited to, grading, street resurfacing, curbs and gutters, sidewalks, crosswalks, pedestrian ways, permanent street monuments, culverts, bridges, water and sanitary and storm sewer lines, landscaping, street lights, signs, and other appropriate items.

2.1.10 Lot

A piece of land occupied or intended to be occupied by a principal building, or group of buildings and accessory buildings, or utilized for a principal use and accessory uses thereto, together with such open spaces required, and having frontage on a public street.

2.1.11 Lot, Corner.

A lot abutting on two or more streets at their intersection or on two parts of the same street, such streets or parts of the same street forming an interior angle of less than 135 degrees. The point of intersection of the street lines is the corner.

2.1.12 Lot, Double Frontage.

A lot other than a corner lot, that abuts on to more than one street.

2.1.13 Lot, Flag.

A lot also known as a “rear lot” or a “panhandle lot” which utilizes a narrow strip of land or stem to provide access to, or legal frontage on, a public street or private street. The panhandle of such lot is not considered a building site, nor is the area of such included in calculating the lot area.

2.1.14 Lot Split

Any division of land into two or more parcels for the purpose, whether immediate or future, of transfer or of ownership, with no public improvements, and which does not constitute a subdivision as herein defined.

2.1.15 Monument

A permanent concrete or iron marker used to accurately define all lines of the plat of a subdivision including all lot corners and boundary line corners.

2.1.16 Open Space

Land used for resource protection, recreation, amenity, and/or buffers.

2.1.17 Planning and Zoning Commission

The City of Loveland’s Planning and Zoning Commission.

2.1.18 Plat, Record

The plan and any accompanying required data of [Section 7: Record Plat Requirements](#) of these regulations. The Record Plat is to be submitted to the county in which it is located for recording.

2.1.19 Plat, Preliminary

The map or drawing on which the layout and design of the subdivision conforms to [Section 6: Preliminary Plat Requirements](#) of these regulations.

2.1.20 Pedestrian Way

An intrablock right-of-way dedicated to public use, which cuts through a block to facilitate pedestrian access to adjacent streets and properties.

2.1.21 Reproducible Copy

A copy made of mylar or a similar and approved accepted substitute from which high-quality direct process prints can be made.

2.1.22 Resource Protection

The preservation or conservation of natural features of the land which shall include, but is not limited to, waterways, floodplains, slopes, forested areas, wetlands, meadows, and lakes.

2.1.23 Right-of-Way

Land dedicated to or owned by the public for use as a roadway, walk, or other way.

2.1.24 Roadway Width

Also called Surface Width, shall mean that portion of any street designated for vehicular traffic and, where curbs are laid, that portion of the street between curbs, measured from back of curb to back of curb.

2.1.25 Street

A public right-of-way which provides a public means of access to abutting properties for motor vehicles. For the purposes of these regulations, streets shall be classified as follows:

- A. **Major Street.** A street which is intended to carry large volumes of traffic from one section of the city to another, or to outside the City limits.
- B. **Collector Street.** A street intended primarily to carry traffic from local streets to major streets. May serve as main circulation streets within large residential neighborhoods and/or may provide direct access to industrial parks. They may or may not be through streets.
- C. **Local Street.** A street intended primarily to provide access to abutting properties.
- D. **Cul-de-sac.** A street having one end open to traffic and being terminated at the other end by a vehicular turn-around.
- E. **Dead-end Street.** A local street temporarily having only one outlet open to vehicular traffic and not provided with a turn-around.

2.1.26 Subdivision

The division of any parcel of land shown as a unit or as contiguous units on the last preceding tax roll, into two or more parcels, sites, or lots, any one of which is less than five acres for the purpose, whether immediate or future, of transfer of ownership.

However, the division or partition of land into parcels of more than five acres not involving any new streets or easements of access, and the sale or exchange of parcels between adjoining lot owners where such sale or exchange does not create additional building sites, shall be exempted.

Subdivision shall also mean the improvement of one or more parcels of land for residential, business, or industrial structures, or groups of structures, involving the division or allocation of land for the opening, widening, or extension of any street or streets, except private streets serving industrial structures or the division or allocation of land as open spaces for common use by owners, occupants, or lease holders; or as easements for the extension of maintenance of public sewer, water, storm drainage, or other public facilities.

2.1.27 Surveyor

A person registered and licensed to practice land surveying by the Ohio State Board of Registration.

2.1.28 Thoroughfare Plan

The official Thoroughfare Plan of Loveland, and as approved by the Loveland City Council, establishing the location and official right-of-way of principal highways and streets in the City of Loveland, Ohio.

2.1.29 Variance

A modification of the strict terms of the relevant regulations where such modification will not be contrary to the public health, safety, or welfare and where owing to conditions peculiar to the property and not the result of the action of the applicant.

2.1.30 Zoning Code

The official Zoning Code of the City of Loveland, Ohio, including all accompanying maps and amendments thereto.

SECTION 3. PROCEDURES

3.1 General

No construction work on proposed subdivisions, including grading or site clearing, by any person, firm, or corporation, shall proceed until the Planning and Zoning Commission has granted approval of the Preliminary Plat and the required Development Agreement with the City has been initiated.

3.2 Compliance with Design Principles Required

In planning and developing a subdivision the Developer shall comply with the general principles of design and the minimum requirements for the layout of a subdivision as set forth in [Section 5: Subdivision Design Standards](#) of these regulations, and with the rules and regulations concerning required improvements set forth in [Section 4: Required Improvements](#) of these regulations.

3.3 Submission Fees

All applications for development shall be charged according to the associated fee schedule and shall be paid to the City prior to any advancement to the next phase of the development process.

3.4 Subdivision Procedures

The subdivision procedure, in every case, shall pursue the following steps and which are further explained in the following sections:

- A. Pre-Application Meeting
- B. Development Review Committee Meeting
- C. Preliminary Plat Submission and Approval
- D. Construction Drawings
- E. Development Agreement
- F. Record Plat Submission, Approval, and Recording
- G. Subdivision Acceptance

3.5 Pre-Application Meeting

The pre-application meeting is intended to provide:

- A. The Developer with an opportunity to understand the City's requirements; such as:
 1. Zoning and land use restrictions;
 2. Conformity with the City's Comprehensive Plan and other guiding documents;
 3. Review of the development approval process;
 4. Review of pertinent State Statutes, City Ordinances and/or Resolutions; and
 5. Other items which may be relevant to the proposed development as deemed necessary by City Staff and/or the Developer.

- B. For the City to assist the Developer in successfully implementing their development before the Developer incurs the expense and time involved in preparing Preliminary and/or Record Plats.

This review does not create any vested rights to proceed with development in any particular configuration. Developers may anticipate that the City’s Development Review Committee (DRC) may raise other issues not addressed at the pre-application meeting stage later in the development review process.

3.6 Development Review Committee Meeting

The intent of the Development Review Committee (DRC) meeting is to allow applicable City staff representatives (Engineering, Planning, Building, Fire, etc.) to review the proposed Preliminary Plat and to provide comments to the Developer before the official submittal to the Planning and Zoning Commission. In the DRC meeting the following is addressed:

- A. The Developer and the DRC will discuss, review, and provide comments regarding the Preliminary Plat submittal requirements.
- B. Review of applicable regulations and codes including the comprehensive plan recommendations, zoning requirements, utilities, traffic impacts, stormwater management, floodplain development, and other applicable state, city, and/or county regulations.
- C. Overview of the Development Agreement process and content.
- D. Review of the development review process and next steps.

The City may require revisions or additions be submitted to satisfactorily address staff comments before moving to the next steps. More than one DRC meeting may be required. The DRC, at their recommendation and subject to the conditions of the development, may recommend for a combined preliminary and Record Plat process.

3.7 Preliminary Plat

The Developer shall prepare a Preliminary Plat of the proposed subdivision which shall conform with the requirements set forth in [Section 6: Preliminary Plat Requirements](#). The Developer shall file the Preliminary Plat and associated documentation with the Building and Zoning Department before the cutoff date for the next regularly scheduled meeting of the Planning and Zoning Commission, as established by the Building and Zoning Department.

3.7.1 Review of Preliminary Plat

The Planning and Zoning Commission will review the Preliminary Plat as to its conformity with the Thoroughfare Plan, Comprehensive Plan, Zoning Code, and Subdivision Regulations. Copies of said Preliminary Plat will be referred by the Planning and Zoning Commission for recommendations or other action, to the administrative official(s) governing zoning, building, engineering, and public works regulations, Fire Department, and Police Department, for the review of all items within their jurisdiction including construction plans of the proposed improvements.

3.7.2 Approval or Denial by the Planning and Zoning Commission

Upon receipt of the recommendations and advice of action concerning matters covered in the preceding paragraph, the Planning and Zoning Commission shall, within 35 days, approve or deny the Preliminary Plat, or approve it with modifications, noting thereon any changes that will be required. Within the said 35-day period, a majority of the members of the Planning and Zoning Commission present at a meeting thereof may vote to extend the said period for a period not to exceed an additional 60 days. One reproducible copy will be returned to the Developer and one reproducible copy shall be retained by the City with the date of said approval or disapproval endorsed thereon.

The approval of the Preliminary Plat by the Planning and Zoning Commission is to be considered only as an approval of the layout, with the understanding that the official(s) governing zoning, building and floodplain, or other officials having jurisdiction may modify any engineering or construction details proposed by the Developer, whenever required for the protection of public interest.

3.7.3 Preliminary Plat Expiration

Approval of the Preliminary Plat shall be effective for a period of two years from the date that said plat was approved by the Planning and Zoning Commission, unless an extension of time is granted by the Planning and Zoning Commission for good cause shown. If no construction has begun within two years from the date of Planning and Zoning Commission approval, the approval shall lapse. At least 30 percent of the total construction costs shall be incurred by the Developer to define the start of construction. Upon expiration of the time limit, the Preliminary Plat shall be resubmitted in accordance with the Preliminary Plat procedures and requirements.

Any request from a Developer for an extension of the effective period for a Preliminary Plat over and beyond that as set forth in the paragraph above, shall be granted only if the Planning and Zoning Commission determines that the Developer is proceeding in a satisfactory manner with the installation of the required improvements. An extension of a Preliminary Plat, as provided for in this Subsection, shall be for a period not to exceed one year, provided that during the one year extension period, the Developer must meet all applicable rules and regulations, current and in force, during that one year period, including, but not restricted to the Subdivision Regulations and all provisions of the Loveland Zoning Code, and provided further that the Developer shall execute a financial agreement as indicated in [Section 4.3: Performance and Construction Security: Financial Agreement](#), with the City to ensure completion of the project improvements within the said one year extension period.

3.8 Construction Plans

Construction Plans shall be submitted to the City for review and approval, in accordance with [Section 4.14: Construction Plans](#), prior to the Developer submitting a Record Plat. Following City Staff's approval of the Construction Plans and finalization of the financial agreement, the Developer may begin installation of the public improvements as identified on the Preliminary Plat and the Construction Plans.

3.9 Development Agreement

To ensure the proper construction and installation of all improvements required by these regulations, the Developer shall execute a Development Agreement in a form prepared by the City and approved by the City Manager and the Planning and Zoning Commission.

This agreement shall provide that all required improvements shall be constructed and installed at the Developer's expense in compliance with the standards and specifications for each of the various types of improvements; and that such improvements will be completed within two years from the date of approval of the Preliminary Plat. Such agreement shall also contain a provision whereby the Developer warrants to the City of Loveland, for a period of one year from the date all improvements have been completed, that all the said subdivision improvements are constructed in an acceptably suitable proficient manner in accordance with the Construction and Material Specifications of the City of Loveland and are free from defects in construction and materials. The said warranty shall survive the approval of the Record Plat by the Planning and Zoning Commission, and the acceptance and recording of such plat by the City of Loveland. Any further provisions that the Planning and Zoning Commission, City Manager, City Planner, or administrative official(s) governing zoning, building, engineering, and public works regulations deem necessary in the public interest may be added to the Development Agreement.

The Development Agreement shall further provide that where the improvements are not completed within the specified period, the City of Loveland may complete the improvements and recover full costs and expenses thereof from bonds posted by the Developer for the faithful performance of such work.

No construction of any improvements or clearing and grading shall be commenced prior to the approval of the Development Agreement.

3.10 Record Plat

Upon completion of all improvements required by these regulations, the Developer shall file with the Building and Zoning Department, the Record Plat of the subdivision and associated documentation for final approval, as set forth in [Section 7: Record Plat Requirements](#). A subdivision which has preliminary approval may be developed in sections and a Record Plat for each section may be submitted to the Building and Zoning Department for approval.

The Developer shall be responsible for the recordation of the approved Record Plat with the corresponding County Recorder's office. The Developer shall provide the City with one electronic copy and two mylar copies of the approved recorded plat within one week of its recordation date.

3.10.1 Review of the Record Plat

The administrative official(s) governing zoning, building, engineering, and public works regulations will review the Record Plat and compose a written statement showing that the technical details of the plat itself have been checked and found satisfactory, and that all required improvements have been satisfactorily completed. Such statement, in conjunction with the Record Plat, will be forward to the Planning and Zoning Commission for their consideration.

3.10.2 Inspection of Improvements

Before approval of the Record Plat by the Planning and Zoning Commission, the administrative official(s) governing zoning, building, engineering, and public works regulations shall cause a final inspection to be made of the subdivision improvements covered by such plat, in order to determine whether such subdivision improvements have been constructed in accordance with the City of Loveland, Hamilton County, and the Ohio Department of Transportation Construction and Material Specifications and in accordance with the Preliminary Plat, construction drawings, and other plans or specifications for such improvements previously submitted by the Developer and/or required by the Planning and Zoning Commission or the City of Loveland.

If, upon inspection, the administrative official(s) governing zoning, building, engineering, and public works regulations finds that the said subdivision improvements have been satisfactorily completed in accordance with the foregoing, he/she shall so certify to the Building and Zoning in a written inspection report. If the administrative official(s) governing zoning, building, engineering, and public works regulations finds that the subdivision improvements have not been so completed in any respect, he/she shall fully and accurately describe the deficiencies in completion to the Building and Zoning Department in the written inspection report. Thereafter, the Building and Zoning Department shall notify the Developer of such deficiencies, in writing, and shall stipulate a reasonable period, not to exceed one year, in which such deficiencies shall be corrected by the Developer. Any extensions of the minimum time limit for completion of the subdivision improvements, together with any extensions of any performance bond required by these regulations, shall be stipulated and required by the Building and Zoning Department in its notice of such deficiencies to the Developer.

3.10.3 Approval or Denial of the Record Plat

Upon receipt of the written statement of the administrative official(s) governing zoning, building, engineering, and public works regulations provided for in [Section 3.10.1](#), a satisfactory written inspection report as provided for in [Section 3.10.2](#) certifying that the subdivision improvements have been satisfactorily completed, and provided that the Record Plat is found to conform with the Preliminary Plat as approved, the Planning and Zoning Commission shall approve the Record Plat within 35 days and shall enter such approval thereon in writing by its chairman and secretary.

3.10.4 Effect of Approval of Record Plat by the Planning and Zoning Commission

Neither satisfactory written inspection report by the administrative official(s) governing zoning, building, engineering, and public works regulations as provided in [Section 3.10.2](#) hereof, nor the approval of the Record Plat by the Planning and Zoning Commission as provided in [Section 3.10.3](#) hereof, shall be deemed to constitute or effect an acceptance by the City of Loveland of the subdivision improvements covered by such plat or inspection report, or a waiver or estoppel to assert the Developer's warranty contained in the Development Agreement provided for in [Section 3.9: Development Agreement](#) of these regulations.

3.10.5 Warranty Period

The Developer shall request, in writing, the commencement of the one-year warranty period. The Developer shall maintain and keep in repair all required improvements in accordance with these standards for one year from the date that all improvements have been completed and approved. Repairs and inspections may be required. Developer may request a punch-list inspection indicating that all of the public improvements have been satisfactorily completed and maintained. Throughout the one-year warranty period, the Developer is responsible for the maintenance and repair of all public improvements including snow removal, pot hole repairs, water main leaks, and similar elements.

After the one-year warranty period, the administrative official(s) governing zoning, building, engineering, and public works regulations will examine all improvements and, if found to be constructed and/or installed correctly, and in satisfactory condition, the administrative official(s) governing zoning, building, engineering, and public works regulations will recommend that the improvements be accepted for maintenance and ownership by the City. If the improvements are found to be in need of repair, said recommendation will not be made until after repairs have been completed by the Developer.

3.11 Subdivision Acceptance

Subdivision acceptance is determined by City Council through Ordinance for the dedication of the development's public improvements to the City. Upon subdivision acceptance by City Council, the City will assume full responsibility for ownership and maintenance of improvements.

To receive subdivision acceptance after the one-year warranty period has expired, the Developer shall request, in writing, that the subdivision be accepted by City Council. The administrative official(s) governing zoning, building, engineering, and public works regulations shall inspect the improvements and certify that they have been properly installed and that they meet the adopted City standards. Once all the improvements have been examined and, if found to be constructed and/or installed correctly and in satisfactory condition, City staff shall make a recommendation for subdivision acceptance to the City Council. Repairs and re-inspections may be required. Upon subdivision acceptance approval by the City Council, the Developer shall be released from the financial agreement.

SECTION 4. REQUIRED IMPROVEMENTS

4.1 Improvements Installation

All the subdivision improvements required under these regulations and delineated on the Preliminary Plat shall be constructed within the time specified in [Section 3: Procedures](#) of these regulations prior to filing with the Planning and Zoning Commission for Record Plat approval.

4.2 Inspections

Prior to starting any of the work covered by the Preliminary Plat, the Developer shall have arranged for the City to conduct the necessary inspections to ensure that the work, in the opinion of the administrative official(s) governing zoning, building, engineering, and public works regulations, is compliant with the plans and specifications as approved. The administrative official(s) governing zoning, building, engineering, and public works regulations shall provide written approval indicating that the Developer can start the work.

4.3 Performance and Construction Security: Financial Agreement

The Developer shall execute a financial agreement with the City in the form of a performance bond,, escrow agreement, cashier's check, or similar financial arrangement as approved by the City. Prior to installation of the public improvements, the Developer will be required to execute the financial agreement to ensure completion of all public improvements as required by subdivision approval.

The financial agreement shall be for an amount equal to the administrative official(s) governing zoning, building, engineering, and public works regulations approved estimated cost of all required public improvements. The agreement amount shall be for the use of the City in the event the Developer fails or refuses to install, complete, construct, repair, or replace any required improvement according to City standards, ordinances, and agreements. The decision of the City as to whether an improvement must be installed, constructed, completed, or replaced is final. Should the Developer fail to perform its obligations or becomes insolvent before completion of all improvements, then the City may, at its option, apply the sums of the financial agreement against the cost of completing all required improvements and to pay all expenses, including but not limited to, all un-reimbursed engineering expenses related to the development, court costs, and attorney fees. Cost estimates are to be based on unit rates if performed by the City. The Developer should use current or recent contract rates and estimates for infrastructure based on prevailing wage rates.

4.4 Street Construction

Streets shall be graded to full width of the right-of-way and fully constructed with all-weather surfacing, including concrete curb and gutter and proper storm drains and inlets, as per the City's Material and Construction Specifications and the Ohio Department of Transportation (ODOT) standards.

4.5 Sidewalks

Sidewalks and curb ramps of such width and type of construction, as required by the City's Material and Construction Specifications and ADA regulations, shall be constructed on both sides of every street except where, in the opinion of the administrative official(s) governing zoning, building, engineering, and public works regulations, they are not necessary or appropriate due to topography, natural features, site conditions, or other similar elements.

4.6 Sanitary Sewer

Every subdivision shall be provided with a public sanitary sewer adequate to serve the area being platted into lots. All public sanitary sewer improvements shall be designed, constructed, and installed in accordance with the standards and specification of the Metropolitan Sewer District (MSD). Sewer availability, permits, and inspection approval shall be conducted through the MSD.

4.7 Water Supply

Every subdivision shall be provided with a drinking and fire protection water system adequate to serve the area being platted into lots. The subdivision shall be provided with a complete loop type water distribution system. Connection to water mains through adjacent properties to complete loops may be necessary. All water improvements shall be designed, constructed, and installed in accordance with the standards and specifications of the City of Loveland, Ohio, the Ohio Environmental Protection Agency (OEPA), and the Ten States Standards from the Great Lakes-Upper Mississippi River Board of State and Provincial Public Health and Environmental Managers (GLUMRB).

4.8 Stormwater Management System

Every subdivision shall provide for necessary stormwater management system, including conveyance, detention/retention, and stormwater quality treatment system sufficient to serve the area being platted. Stormwater management systems shall be designed, constructed, and installed in accordance with the standards and specifications of the City of Loveland, Ohio as identified in [Section 5.9: Stormwater Management System](#) and elsewhere in these regulations, Hamilton County regulations, and OEPA regulations. Permits may be necessary from not only OEPA, but also the Federal Emergency Management Agency (FEMA), the Ohio Department of Natural Resources (ODNR), and the United States Army Corps of Engineers (USACE).

4.9 Street Trees

Street trees shall be planted as specified in the Loveland Zoning Code. The Developer shall submit a landscape plan identifying the location, size, and type of tree utilized in the project.

4.10 Street Lighting and Districts

The Developer shall install street lighting fixtures, wiring, and poles in accordance with the standards and specifications of the administrative official(s) governing zoning, building, engineering, and public works regulations and utility company, unless waived by the Planning and Zoning Commission. The Developer shall pay all costs of construction for all street lighting.

The Developer may establish street lighting districts to assist with the costs associated with lighting on and around public streets, highways, parks, and alleys.

4.11 Traffic Control

Traffic control signs, pavement markings, and traffic signals shall be installed, by the subdivider, in accordance with the specifications of the administrative official(s) governing zoning, building, engineering, and public works regulations and the Ohio Manual of Uniform Traffic Control Devices (OMUTCD).

The City will not be responsible for street signs or post maintenance if decorative street signs are installed by the Developer. If decorative street signs are provided, the subdivision's Home Owner's Association (HOA) is responsible for continued maintenance and replacement.

4.12 Electric, Telephone Lines, and Television Cable

In all subdivisions, underground electric current, telephone lines, telephone cables, fiber optic cables, and other similar utilities shall be buried in accordance with the specifications and standards set forth by the appropriate utility company.

Electric current for street lighting shall be supplied through underground cables in accordance with the specifications and standards set forth by the utility company.

4.13 Monuments

Permanent monuments shall be placed at all points on boundary lines where there is a change in the direction of the boundary of the tract to be subdivided, and other monuments shall be placed at each intersection of all center lines and at the beginning and end of directional curves.

A permanent monument shall be concrete with a minimum size of six inches by six inches, or six inches in diameter by 30 inches in length with a reinforcing bar or pipe cast in the center. The other monuments shall be a one inch in diameter solid iron pin, no less than 36 inches in length. The top of all permanent markers shall not extend above the finished grade.

4.14 Construction Plans

Construction plans and other applicable engineering data and construction specifications shall be prepared and certified by a professional engineer registered in the State of Ohio in accordance with the specifications of the City of Loveland. Such plans shall be submitted to the administrative official(s) governing zoning, building, engineering, and public works regulations for review and shall receive approval of these plans before improvements are installed. Construction plans shall include the following:

- A. A general statement describing proposed improvements and drainage systems.
- B. The centerline profile (and original ground profile) of each proposed street at the scale of 20 feet or less to the inch, with tentative grades indicated.
- C. The cross-section of each proposed street, showing the width of pavement, the location and width of sidewalks, the location and size of utility mains, and the right-of-way.
- D. The plans and profiles of proposed sanitary sewers and laterals, with grades and sizes indicated, or method of sewage disposal in lieu of sewers.
- E. A plan of the proposed water distribution system, showing pipe sizes and the location of valves and fire hydrants, service lines, and meters.

- F. A drainage, detention/retention, and stormwater quality systems plan showing all existing and proposed storm sewers, manholes, catch basins, water courses, culverts, and other underground structures within the tract and immediately adjacent thereto, with pipe sizes, grades, and waterway openings indicated thereon. The drainage plan shall show the method to be used for the adequate disposal of stormwater, including drainage outlets, drainage area maps and calculations, and such other data as may be required by the administrative official(s) governing zoning, building, engineering, and public works regulations.

The plan shall be prepared and made a part of the construction drawings for the total development, showing the intended drainage from individual lots as well as the total development. The plan shall coordinate the needs for proper drainage and aesthetics of the total development. Positive surface drainage shall be provided for the total development, along with an overland flow path that prevents structural flooding in the event that the storm sewer system is inundated or obstructed.

- G. A grading plan showing all existing and proposed contours, trees, and vegetation to be removed, and erosion control methods shown. The plan shall also indicate the location of all soil borings and be accompanied by a soil report prepared by a competent Soil Engineer stating existing conditions and recommendations for the construction of the required improvements and future structures.

When the topography is changed to a higher or lower level than the natural grade, suitable slopes (slopes which do not exceed a one-foot vertical rise in a three-foot horizontal run (3:1)) or measures shall be provided to blend the changed contour in with the surroundings. The grading from the natural contour shall not impede the natural flow of storm drainage. Grading shall be done so that the amount of existing storm drainage (run off) to adjoining properties is not increased nor is it concentrated, or spill off the property at new locations. Proper considerations shall be given to maintaining acceptable housekeeping or standard of cleanliness and neatness of site during and after development. The site shall not be used as a waste area for construction debris. In case of on-site excess earthen materials, the wasting of such shall be in a manner which will be compatible with the general grading or drainage plans. The piling or dumping of such material without spreading or distribution shall not be permitted.

4.15 “As Built” Construction Drawings

Upon completion of construction, reproducible mylar copies of the “as built” construction drawings for improvements installed along with copies of the construction notes and records from which the “as built” drawings were made, shall be provided to the City of Loveland. “As built” drawings shall include the following:

4.15.1 Centerline Profile

The centerline profile (and original ground profile) of each street at a scale of 20 feet or less to the inch with final percent of grade indicated. The survey for the centerline profile shall be preformed after the final course has been installed on the roadway.

4.15.2 Sanitary Sewer

The plan and profile of all sanitary sewers constructed indicating size, grade, and all manhole inverts referenced to U.S.G.S. datum or as may be required. All lateral branches shall be referenced to visible permanent physical features as to location, length, and depth as required by the administrative official(s) governing zoning, building, engineering, and public works regulations.

4.15.3 Stormwater Management System

The plan and profile of all storm sewers, stormwater quality systems, and detention basins constructed indicating size, grade, and all manhole, inlets, headwalls, and culvert invert elevations referenced to U.S.G.S. datum or as may be required. All storm laterals where required shall be referenced to visible permanent physical features as to location, length, and depth as required by the administrative official(s) governing zoning, building, engineering, and public works regulations.

4.15.4 Water Distribution

The plan of all water mains showing exact locations of all fittings, valves, and fire hydrants. All service branches and water meters shall be shown, sizes indicated, and referenced to visible permanent physical features as to location, length, and depth as required by the administrative official(s) governing zoning, building, engineering, and public works regulations.

SECTION 5. SUBDIVISION DESIGN STANDARDS

5.1 General

The provisions of [Section 5.2](#) through [Section 5.9](#) inclusive, shall control the way streets, public utilities, lots, and blocks and other physical elements of a subdivision are to be arranged on the land.

These subdivision design principles and standards shall help ensure convenient and safe streets, creation of usable lots, provision of adequately sized public utility systems and reservation of land for recreational purposes. The planning of attractive and functional neighborhoods shall be promoted, and the impact of subdivision developments will have on the provision of community facilities and the character of adjoining areas will be evaluated to ensure the continuation of an orderly and desirable residential community within the City of Loveland, Ohio.

5.2 Physical Features

Subdivisions shall be planned to take advantage of the topography of the land, to economize in the construction of drainage, street and sewer improvements to reduce the amount of grading, to preserve tree stands and topsoil, to protect such land features as water courses and unusual rock formations, which if safeguarded, will contribute to the value of the subdivision, the neighborhood, and the City of Loveland, Ohio.

Due consideration shall be given to the following conservation principles in preparing the design of a subdivision:

5.2.1 Flood Plain Protection

Lands susceptible to flooding within the boundaries of the subdivision shall not be platted for residential, or for any other uses that may cause increased danger to health, life, or property; or further aggravate the flood hazard. Such lands shall also meet City Ordinance Chapter 1313 and FEMA regulations as applicable.

5.2.2 Erosion and Sedimentation Control

Extreme consideration shall be given to the sedimentation and erosion control guidelines established by the Hamilton County Soil and Water Conservation District office, OEPA, or other such authorized agency, where earth moving practices involve the finished grading of improved lots, rehabilitation of excavated slopes, road grading, topsoil removal, alteration or enlargement of waterways or drainage creeks during and after construction.

5.2.3 Protection of Outstanding Natural Features

Outstanding natural features, irregularities in slope, natural drainage patterns of rivers, streams, and groves of trees shall be protected and avoided in designing the layout of streets, lots, and blocks.

5.2.4 Streets and Natural Land Features

Where the site is relatively flat, or includes very gentle undulations, the street pattern will be designed to follow the natural land and watercourses, if positive drainage is sufficiently met.

All building sites, wherever possible, shall be above the finished gradient of the street. On more irregular topography, streets shall be designed to avoid extreme cut and fill. Wherever possible, streets should follow the ridge lines or be designed to parallel the natural contours of the site to be subdivided.

5.3 Streets

Streets shall be designed as follows:

5.3.1 Street Design Principles

- A. The arrangement alignment width, grade, construction, and location of all streets shall conform to the Thoroughfare Plan of the City of Loveland, Ohio, the American Association of State Highway and Transportation Officials (AASHTO), ODOT design standards, and the Loveland-Symmes Fire Department Construction Checklist.
- B. Whenever a tract to be subdivided embraces any part of a highway, primary or major thoroughfare, or a collector street, so designated on the Thoroughfare Plan, the subdivider shall be required to plat the right-of-way in the location and at the minimum width indicated on the Thoroughfare Plan.
- C. The design of proposed streets shall provide for the continuation of existing streets and provide access to adjacent unplatted lands so that the entire neighborhood will be served by a coordinated street system. The street pattern will also be designed to discourage through traffic within the boundaries of the subdivision.
- D. Streets serving business and industrial subdivisions shall be planned to connect with primary or major thoroughfares or collector streets so as not to generate heavy traffic volumes onto local streets.

5.3.2 Street Design Standards

The subdivider shall design and construct streets in accordance with the standards and specifications set forth in [Section 5.3.11: Schedule of Required Street Design Standards](#).

5.3.3 Half Streets

Half streets shall be prohibited. However, whenever an existing dedicated and accepted half street abuts and parallels the boundary line of the tract to be subdivided; the Developer shall be responsible for platting the other half of the street.

5.3.4 Reserve Strips

Reserve strips controlling access into abutting properties shall be prohibited except where their control is placed with the City under conditions approved by the Planning and Zoning Commission.

5.3.5 Temporary Dead-End Streets

Except as otherwise provided herein, temporary dead-end streets may be recommended, provided that temporary paved turn-arounds shall be constructed where lots are fronting on such dead-end streets. The temporary turn-around shall meet the same standards as that required for the turn-around on a cul-de-sac street. At such time that the street is to be continued to the boundary of the tract, the extra right-of-way more than the street

right-of-way shall be vacated and the reconditioning of said street and the front yards affected shall be at the expense of the subdivider.

5.3.6 Property Lien Corner Radii

Property lines at street intersections shall be rounded with a radius of not less than 50 feet for primary and major thoroughfares, 30 feet for collector streets and 20 feet for local streets.

5.3.7 Horizontal Alignments

- A. Street jogs with centerline offsets of less than 125 feet shall be provided. The minimum radius of curvature for primary and major thoroughfare streets shall be 300 feet on the centerline, for collector streets 300 feet on the centerline, and for local and cul-de-sac streets 100 feet on the centerline.
- B. A tangent of at least 100 feet long shall be introduced between reverse curves.

5.3.8 Vertical Alignments

All changes in street grades with an algebraic difference greater than one percent shall be connected by vertical curves of a minimum length equal to 15 times the algebraic difference in the change of grade for primary and major thoroughfares; and one-half this minimum for all other streets.

5.3.9 Street Intersections

- A. Streets shall be laid out to intersect as nearly as possible at right angles, and no street shall intersect any other street at an angle of less than 60 degrees.
- B. Three-way intersections or “T” type intersections shall be used for local streets wherever practical and when not in conflict with the applicable design principles and standards of this Section.
- C. Approaches to street intersections shall be straight for a distance of at least 100 feet from the centerline of the intersecting street.

5.3.10 Street Names

Names of new streets shall not duplicate or be confused with the names of existing streets within the City of Loveland, Ohio.

5.3.11 Schedule of Required Street Design Standards

STREET TYPE	STREET STANDARD
Primary and Major Thoroughfares	
Right-of-way width	120'
Pavement width	45'*
Maximum grade	6%
Minimum grade	0.5%
Collector Street	
Right-of-way width	80'
Pavement width	31'*
Maximum grade	6%
Minimum grade	0.5%
Local Street	
Right-of-way width	60'
Pavement width	28'*
Maximum grade	6%
Minimum grade	0.5%
Cul-de-sac Streets**	
Right-of-way width	90'
Pavement width	28'*
Maximum grade	6%
Minimum grade	0.5%
Maximum length of street	600'
Right-of-way diameter at closed end of cul-de-sac	100'
Outside pavement diameter at closed end of cul-de-sac	60'

*measured from back to back of curb

**"T" or "Y" shaped turning surfaces may be in place of a turning circle, providing the "T" or "Y" shaped paved surface conforms to the standards set forth in the Loveland-Symmes Fire Department Construction Checklist.

5.4 Easements

Easements shall be as follows:

5.4.1 Utility Easements

If utilities are required along rear and side lot lines for underground utilities including water, storm, sanitary, sewer, telephone, and electric, the easement shall be centered on rear and side lot lines and shall have a minimum width of 12 feet.

5.4.2 Drainage Way Easements

Where a subdivision is traversed by a drainage way, a storm sewer easement or drainage right-of-way, an easement conforming substantially with the lines of such drainage way shall be provided. The easement shall be no less than 15 feet wide or of such further width and such easement shall generally follow rear and side lot lines.

5.4.3 Detention System Easements

Detention system easements shall be subject to the following regulations set forth in the Hamilton County Storm Water District Regulations:

- A. Article 4: Improvement Plans, Section ST 406: Easements, Plats, and Right-of-Entry Agreements
- B. Article 5: Post Construction Storm Water Quality Regulations, Section 512: Access to Post-Construction BMPs – Legal Instrument Required

5.4.4 Other Easements

Extra wide easements for black slopes, preservation areas, views, or riparian corridor protection may be required.

5.5 Blocks

Blocks shall be as follows:

5.5.1 Block Lengths

Blocks shall not exceed 1,800 feet in length or be less than 1,200 feet in length. However, these requirements may be re-examined in those cases where blocks have been shaped by cul-de-sacs and loop streets, or contain interior parks, playgrounds, or open space areas, providing the overall shape of the block continues to provide for convenient access, circulation, control, and safety of street traffic.

5.5.2 Pedestrian Ways

Pedestrian ways shall be required across blocks pedestrian access to schools, playgrounds, shopping center, and other community facilities is necessary.

5.6 Lots

Lots shall be as follows:

5.6.1 Lot Arrangement

The arrangement and design of lots shall be such that all lots will provide sufficiently sized building envelopes, properly related to topographic features, utilities, easements with building restrictions, and the character of the surrounding development.

5.6.2 Zoning Conformance

The lot size, width, depth, and the minimum building setback lines shall conform to the existing zoning regulations of the City of Loveland, Ohio.

5.6.3 Corner Lots

Corner lots shall have extra width to permit accommodate the required front yard setbacks from both streets.

5.6.4 Access to Public Streets

The subdivision of land shall provide each lot with access to an existing public street. Ingress/egress by easement is acceptable. No more than 3 flag lots may share a private access driveway.

5.6.5 Double Frontage Lots

Double frontage lots shall be prohibited.

5.6.6 Angle of Side Lot Lines

Side lot lines shall be at right angles to street lines or radial to curved street lines, except where the City Planner and/or City Engineer determines that a variation to this rule would provide a better lot layout.

5.7 Entrance Gates and Signs

Entrance gates, posts, columns, wall, fences, or similar structures designed to indicate entrances to subdivisions or parts thereof, and signs designating the subdivision or development, will be permissible either on public property within an easement or on private property, provided that City Staff determines such structures to be desirable, they do not impede the right-of-way, and the structures meet all applicable requirements of the Loveland Zoning Code.

5.8 Sanitary Sewer and Water Systems

The subdivider shall design and install public sewer and water improvements of such size, shape, type, and capacity as required by the City of Loveland and MSD to adequately serve the use and density of current and future proposed development contemplated within the boundaries of the subdivision.

5.9 Stormwater Management System

5.9.1 Drainage Facilities

A drainage system shall be designed and installed by the subdivider as required for the area in which the proposed subdivision is located for the proper drainage of the surface water runoff from each lot within the subdivision. Where a subdivision is traversed by a drainage way or creek such water way may remain open or may be piped-in to allow flow through the site to continue.

5.9.2 Accessibility to an Existing Storm Sewer System

Where an existing public storm sewer system is reasonably accessible to the subdivision, has sufficient capacity, and doesn't change the overall flow rate, as determined by the City Engineer, the subdivider shall connect the storm sewer system serving the subdivision with such stormwater drainage system.

5.9.3 Storm Water Management Policy

In determining whether proper drainage is being designed and installed, the city shall be guided by the substantive standards and criteria for the design, construction, operation, maintenance, and use of stormwater drainage systems in the City of Loveland as contained in the “Rule and Regulations Governing the Construction, Operation, and Maintenance of the Hamilton County Stormwater Drainage System” dated January 17, 2007, and as same may be revised in the future.

The City of Loveland, through its Planning and Zoning Commission, retains all authority to administer and enforce these regulations.

SECTION 6. PRELIMINARY PLAT REQUIREMENTS

6.1 Preliminary Plat

A Preliminary Plat shall be submitted to the administrative official(s) governing zoning, building, engineering, and public works regulations, prior to the start of any grading or construction work upon the proposed streets and before any plat of said subdivisions is made in a form suitable for recording.

Where the Preliminary Plat covers only a part of the subdivider's entire contiguous holdings, a drawing of the prospective future street system of the unsubmitted part shall be furnished and the street system of the submitted part will be considered in the light of adjustments and connection with the street system of the part not submitted. The subdivider shall furnish the following:

6.1.1 Preliminary Plat Application

A Preliminary Plat application, submission fee, and associated documentation shall be submitted.

6.1.2 Vicinity Sketch

A vicinity sketch at a scale of one-inch equals 400 feet or more shall be drawn on or accompany the Preliminary Plat. Such vicinity sketch shall show all abutting existing subdivisions, streets, and unplatted parcels of land, together with the names of record owners of such parcels immediately adjoining the proposed subdivision and between it and the nearest existing highways or thoroughfares, streets, and alleys in the neighboring subdivisions or unplatted property. It shall also show the applicable section, range, and township; any corporation or ad hoc district lines, such as school or sewer districts, etc., all for producing the most advantageous development of the entire neighborhood.

6.1.3 Preliminary Plat Drawing

The Preliminary Plat shall be prepared by a professional engineer or surveyor. The plat shall be accurately and clearly drawn at a scale of one-inch equals 100 feet or less. The Preliminary Plat shall be drawn on mylar or equivalent on one or more sheets no larger than 24" x 36" in size.

6.2 Existing Data and Information

The Preliminary Plat shall clearly show the following existing features and information:

6.2.1 Name of Subdivision

The proposed name of the subdivision which shall not duplicate or closely approximate the name of any other subdivision in Loveland, Ohio.

6.2.2 Designation

The tract designation according to real estate records of the recorder of the county where located.

6.2.3 Owners of Record

The names, addresses, and phone numbers, of the owner(s) of record, the Developer and the engineer or surveyor preparing the Preliminary Plat. The recording references for the deed(s) of conveyance to the owner or owners shall also be depicted.

6.2.4 Abutting Owners

The name of adjacent subdivisions and the names of record owners or adjacent parcels of unplatted land. The recording references for the deed(s) of conveyance to the owner or owners shall also be depicted.

6.2.5 Boundary Lines

The boundary lines, accurate in scale, showing bearings and distances and the method they were derived from, as surveyed by a registered surveyor, or as shown by existing deed records of the tract to be subdivided. If applicable, all corporation lines, section lines, and township lines shall be shown.

6.2.6 Streets and Other Public Ways

The names and location of all existing or platted streets or other public ways, such as bridges, railroad lines, etc. within or adjacent to the subdivision. The width of all rights-of-way and roadways shall be identified.

6.2.7 Easements

Identify the location, width and purpose of any easement within or immediately adjacent to the proposed subdivision.

6.2.8 Existing Utilities

Existing sewers, water mains, pipe lines, pole lines, high tension lines, culverts, and other underground structures within the tract and immediately adjacent thereto with pipe sizes, type, and grades indicated, and the location and depth of all existing underground utilities.

6.2.9 Topography

Show contours with intervals of not more than five feet if ground slope is more than 10 percent and two feet if ground slope is less than 10 percent, as referenced to U.S.G.S. datum, or as may be required by City Staff.

6.2.10 Natural and Site Features

The location of all significant physical features of the site including water courses, lakes, rivers, areas subject to flooding, wetlands, excessively steep slopes, stands of trees, trees eight inches in caliper or greater, rock outcropping and any structure or other significant features.

6.2.11 Zoning

Indicate zoning boundary lines of subdivision and adjacent property.

6.2.12 Title Block

Indicate the north point, scale, title, and date.

6.3 Proposed Features and Information

The Preliminary Plat shall clearly show the following proposed features and information.

6.3.1 Streets

The layout of proposed streets, with the right-of-way and pavement designs meeting the requirements of the Subdivision Regulations. Proposed street names shall be indicated and shall not duplicate or closely approximate any existing street names in Loveland, Ohio except extensions of existing streets.

6.3.2 Easements

Identify the location, width, and purpose of all public and private easements (i.e., sanitary, water, storm sewers, drainage, detention/retention, access, preservation areas, etc.)

6.3.3 Lots

The layout, consecutively numbered, scaled dimensions, estimated areas of irregular-shaped lots in square feet and front yard setback lines of proposed lots.

6.3.4 Land for Public Use

All parcels of land intended to be dedicated or temporarily reserved for public use, or all parcels of land of which the ownership remains private which are reserved in the deeds for the common use of property owners in the subdivision, with the purpose, condition, or limitation of such reservation indicated shall be indicated on the Preliminary Plat. If such land is to be private, a statement of proposed covenants or restrictions for future maintenance shall be furnished, whether on the plat or as a separate recorded instrument.

6.3.5 Development Analysis

Provide the total acreage, number of lots, typical lot size required by zoning, acreage of open space if provide, etc.

6.3.6 Utilities

Identify all sanitary sewers, water lines, and storm water management facilities.

6.3.7 Deed Restrictions

Copies of any private restrictions to be included in the deeds shall be depicted upon, or attached by reference to, the Preliminary Plat.

6.3.8 Buried Debris

The location and dimensions of any burial sites of organic debris which results from clearing and construction of the proposed subdivision. Organic debris includes tree stumps and other organic matter which naturally decomposes. This provision shall not be interpreted to authorize burial or landfilling of inorganic debris, including but not limited to, construction debris or other solid wastes, which shall only be disposed of according to the regulations of the Ohio Environmental Protection Agency, or such other authorized agency.

6.3.9 Stormwater Management System

A stormwater management plan indicating the development’s ability to comply with the Stormwater Drainage Policy as identified in [Section 5.9: Stormwater Management System](#) of these regulations.

6.3.10 Title Block

Indicate the North point, scale, date, and title.

SECTION 7. RECORD PLAT REQUIREMENTS

7.1 Record Plat

No subdivision, as defined in [Section 5: Subdivision Design Standards](#), shall be made of land within the jurisdiction of the Planning and Zoning Commission without the preparation of a Record Plat in accordance with the provisions of these regulations except as exempted from such platting by [Section 8: Modifications and Minor Subdivisions](#).

The Record Plat shall not be approved by the Planning and Zoning Commission prior to the completion or assurance of completion of all public improvements in accordance with the Subdivision Regulations.

7.2 Record Plat Submission

A Record Plat application, submission fee, and associated documentation, shall be submitted to the administrative official(s) governing zoning, building, engineering, and public works regulations. The Record Plat shall be drawn at the scale of one-inch equals 100 feet or less and shall clearly show the following features and information as identified below.

7.3 Required Information

The Record Plat shall clearly show the following information:

7.3.1 Boundary Lines

All plat boundary lines with lengths of courses to hundredths of a foot and bearings to half minutes. These boundaries shall be determined by an accurate survey in the field, which shall be balanced and closed with an error of closure or not to exceed one to 10,000.

7.3.2 Recorded Streets

The exact locations and the widths along the property lines of all existing or recorded streets intersecting or paralleling the boundaries of the tract.

7.3.3 Bearings – Distances

True bearings and distances to nearest established street bounds, patent corners or other established survey lines, or other official monuments, which monuments shall be located or accurately described on the plat. Any patent or other established survey or corporation lines shall be accurately monument-marked and located on the plat, and their names shall be lettered on them.

7.3.4 Monuments

The accurate location and material of all permanent reference monuments.

7.3.5 Layout

The exact layout including:

- A. **Street and Alley Lines.** Identifying their names, bearings, length (along center lines), angles of intersection and widths (including widths along the line of any obliquely-intersecting street).
- B. **Lengths of all Arcs.** Identifying all radii, points of curvature and tangent bearings.
- C. **Easements.** Identifying all easements, whether public or private, and rights-of-way, when provided for or owned by public services (with limitation of the easement rights stated on the plat).
- D. **Lot Lines.** All lot lines with dimensions in feet and hundredths, and with bearings and angles to minutes if other than right angles to the street and alley lines.

7.3.6 Lots and Block Numbers

Lots numbered in numerical order, and blocks lettered in alphabetical order. In case there is a re-subdivision of lots in any block, such re-subdivided lots shall be designed by their original number prefixed with the term most accurately describing such division, such as: W ½ of 3, N40' of 5, etc., or they shall be designated numerically beginning with the number following the highest lot number in the block.

7.3.7 Property Deeded to the City

In the event there is property to be deeded to the City for a public purpose that is party of the subdivision, the deed(s) shall be given to the City at the time of approval of the Record Plat.

7.3.8 Property Offered for Dedication

The accurate outline of all property which is offered for dedication for public use, and of all property that may be reserved by covenant in the deeds for the common use of the property owners in the subdivision, with the purpose indicated thereon. Hillside and riparian corridors should be dedicated as privately owned greenspace.

7.3.9 Water Courses

In case the subdivision is traversed by a stream or creek, the location of such channel, stream, or creek.

7.3.10 Setback Lines

Setback building lines are established by the Zoning Code, and any other setback lines or street lines established by public authority and those stipulated in the deed restrictions, shall be shown graphically with dimensions.

7.3.11 Deed Restrictions

Private restrictions if any, including boundaries or each type of use restriction; and other private restrictions for each restricted section of the subdivision.

7.3.12 Name of Subdivision

Name of the subdivision and name or number of the largest subdivision or tract of which the tract now subdivided forms a part.

7.3.13 Adjoining Subdivision

Names and locations of adjoining subdivisions and location and ownership of adjoining unplatted property.

7.3.14 Names of Owners, etc.

Names and addresses of the owners of record, the Developer, and of the registered professional engineer or registered surveyor who prepared the Record Plat.

7.3.15 Title Block

Identifying the North point, scale, title, and date.

7.3.16 Transfer Statement

Statement that any lot transferred will have a minimum width and area substantially the same as those shown on the plat, and that only one principal building will be permitted on any such lot.

7.3.17 Engineer's Certificate

Certificate by a qualified registered professional engineer or surveyor to the effect that he has fully complied with the requirements of these regulations and the subdivision laws of the State of Ohio governing surveying, dividing and mapping of the land; that the plat is a correct representation of all the exterior boundaries of the land surveyed and the subdivision of it; that the plat represents a survey made by him and that all monuments indicated thereon actually exist and their location, size, and materials are correctly shown.

7.3.18 Additional Requirements

Any additional statements, certifications, affidavits, or information required by the administrative official(s) governing zoning, building, engineering, and public works regulations or the Planning and Zoning Commission or County of recordation shall be provided by the Developer.

SECTION 8. MODIFICATIONS AND MINOR SUBDIVISIONS

8.1 Modification or Subdivision Design Standards – Self Contained Neighborhoods

The Subdivision Design Standards, stipulated in Section 5 of these Subdivision Regulations, may be modified by the Planning and Zoning Commission in the case of a Special Planning District Development, and in the case of a subdivision large enough to constitute a more or less self-contained neighborhood, which is to be developed in accordance with a Comprehensive Plan, safeguarded by appropriate restrictions, which in the judgement of the Planning and Zoning Commission made adequate provision for all essential community requirements; provided, however, that no modification shall be granted by the Planning and Zoning Commission which would conflict with the proposals of the official Thoroughfare Plan, or with other features of the Loveland Comprehensive Plan, or with the intent and purpose of the Subdivision Design Requirements contained herein.

8.2 Modification

Where it can be shown in the case of a particular proposed subdivision that strict compliance with the requirements of these regulations would result in extraordinary or undue hardship to the applicant or Developer, or that these conditions would result in delaying the achievement of the objectives of these regulations, the Planning and Zoning Commission may waive, vary, or modify the requirements so that the subdivision is in conformance with all applicable regulations and standards and the public interest is secured. Any such determination shall be based fundamentally on a find that:

- A. The granting of the variance, exception, or waiver of conditions will not be detrimental to the public safety, health, or welfare or is injurious to other property.
- B. The conditions upon which the request is based are unique to the property for which the relief is sought and are not applicable generally to other property.
- C. Because of the particular physical surroundings, shape, or topographical conditions of the specific property involved, a particular hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of these regulations is carried out.
- D. The relief sought will not, in any manner, vary the provisions of the Zoning Code, Comprehensive Plan, or Official Zoning Map, except that those documents may be amended in the manner prescribed by law.

In no case shall any variance, modification, or waiver be more than a minimum easing of the requirements, and in no case shall it conflict with the existing zoning regulations of the City of Loveland, Ohio.

In granting variances, modifications, or waivers; the Planning and Zoning Commission may require such conditions as will in its judgement, to secure substantially the objectives of these regulations so affected.

The Developer shall apply for a variance, modification, or waiver in writing to the administrative official(s) governing zoning, building, engineering, and public works regulations simultaneously with the Preliminary Plat. The application shall explain in detail the reasons for and any facts supporting the request. Any modifications granted shall be entered, in writing, into the minutes of the Planning and Zoning Commission meeting.

8.3 Minor Subdivisions and Lot Splits

8.3.1 Minor Subdivision and Lot Split Exemptions

In the case of a subdivision consisting of five lots or less or in the case of a lot split, the administrative official(s) governing zoning, building, engineering, and public works regulations may exempt the Developer from complying with some of the requirements stipulated in [Section 6: Preliminary Plat Requirements](#) pertaining to the preparation of the Preliminary Plat, provided however that ALL of the following conditions are met:

- A. The proposed subdivision is located along an existing dedicated public street or road and involves no opening, widening, or extension of any street or road. Each lot or parcel created must display adequate frontage on an existing dedicated public road.
- B. No more than five lots or parcels, any one of which is less than five acres, are created.
- C. The proposed subdivision is not contrary to applicable subdivision or zoning regulations. Approval may not be granted if any variance from either zoning or subdivision regulations are requested.
- D. The property has been surveyed and the Record Plat drawings conform with the requirement of Record Plats.

8.3.2 Minor Subdivision and Lot Split Approval Process

A minor subdivision or lot split, meeting all the requirements within these regulations, may be submitted to the administrative official(s) governing zoning, building, engineering, and public works regulations for approval. The administrative official(s) governing zoning, building, engineering, and public works regulations shall review the application and determine if it satisfies all applicable platting, subdividing, and zoning regulations. If all regulations are satisfied the administrative official(s) governing zoning, building, engineering, and public works regulations shall approval such proposed division and instruct the Developer that the plat is to be submitted to the county in which it is located for recording.

If the administrative official(s) governing zoning, building, engineering, and public works regulations denies a recommendation for approval of a minor subdivision or lot split, such decision can be appealed to the Planning and Zoning Commission. Additionally, if the administrative official(s) governing zoning, building, engineering, and public works regulations is in doubt as to whether or not such subdivision qualifies as a minor subdivision or lot split, such application can be referred to the Planning and Zoning Commission for approval.