

Village of Shawnee Hills

Site Plan and/or Conceptual Grading Plan Requirements

The following list provides the activities requiring an approved Site Plan.

- Construction of a building or structure
- Enlarging or altering any building or structure
- Altering the grade of any lot in excess of two (2) feet
- Construction of any streets, alleys, sidewalks, curbs, gutters, retaining walls, drain or sewer, or off street parking lots
- Changing or diverting the flow of stormwater runoff or natural water courses
- If the proposed site plan is inadequate in detail for stormwater management, a separate drainage plan will be required. A Professional, licensed in the State of Ohio and experienced in drainage and storm sewer design is required to design storm water systems and prepare plans. These plans, in addition to basic information such as owner name and address, date, scale, north indication, and etc. shall contain, at a minimum, the following items or information.

The following is a list of items that should be included in your plan as they pertain to grading and storm water issues. Please note that this is a guideline only and other concerns may apply with varying lot conditions.

- Indicate the Owner's name, address of property and who prepared the drawing.
- A Bench mark shall be provided at each site.
- Drawing shall provide the identification (horizontally and vertically) of the Bench mark used for the site.
- Drawing shall be at a standard scale (ie: 1" = 20', 1" = 40', 1" = 50' etc.).
- Drawing should be prepared on a sheet size no less than 11" x 17" in order to appropriately provide the items required and so as to provide for a legible and easy to understand plan.
- It is required that the drawing be prepared by a Professional, licensed in the State of Ohio, with knowledge in preparing such a grading plan.
- Provide total land area including easements and right-of-ways.
- Show all existing and proposed topography of existing land and impervious areas shown in two (2) foot intervals. Some situation may require additional elevation verifications.
- Provide elevations of existing and proposed lot grades, streets, alleys, utilities, waterlines, sanitary and stormwater sewers, and including existing and adjacent buildings and structures that may be affected.
- Show all existing and proposed impervious areas (ie: paved parking areas, paved driveways, paved play areas, etc.)
- Show all road right-of-ways and easements.
- Show all natural or artificial watercourses.

- Show limits of flood plains (if applicable).
- Show all existing and proposed slopes, terraces, or retaining walls.
- Show all existing and proposed stormwater drainage structures or features.
- Show all erosion and sediment control measures.
- Drainage calculations for storm systems are required.
- Drainage easements are required when storm systems are proposed to be turned over to the Village.
- Provide existing grade and proposed finished floor elevations.
- Indicate existing and proposed driveways with grades and elevations. (grades shall not exceed 8%).
- All drainage that is proposed shall drain away from the road, including the driveway. Driveways shall drain away from the travelled road for at least the first five (5) feet.
- All runoff that leaves the improved site shall be controlled so that there is no increase in the maximum rate of flow and velocity prior to its improvement and no new runoff shall be allowed onto adjacent lot(s).