

THE VILLAGE OF HANOVER

SUBDIVISION & DEVELOPMENT REGULATION

(Passed 2005)

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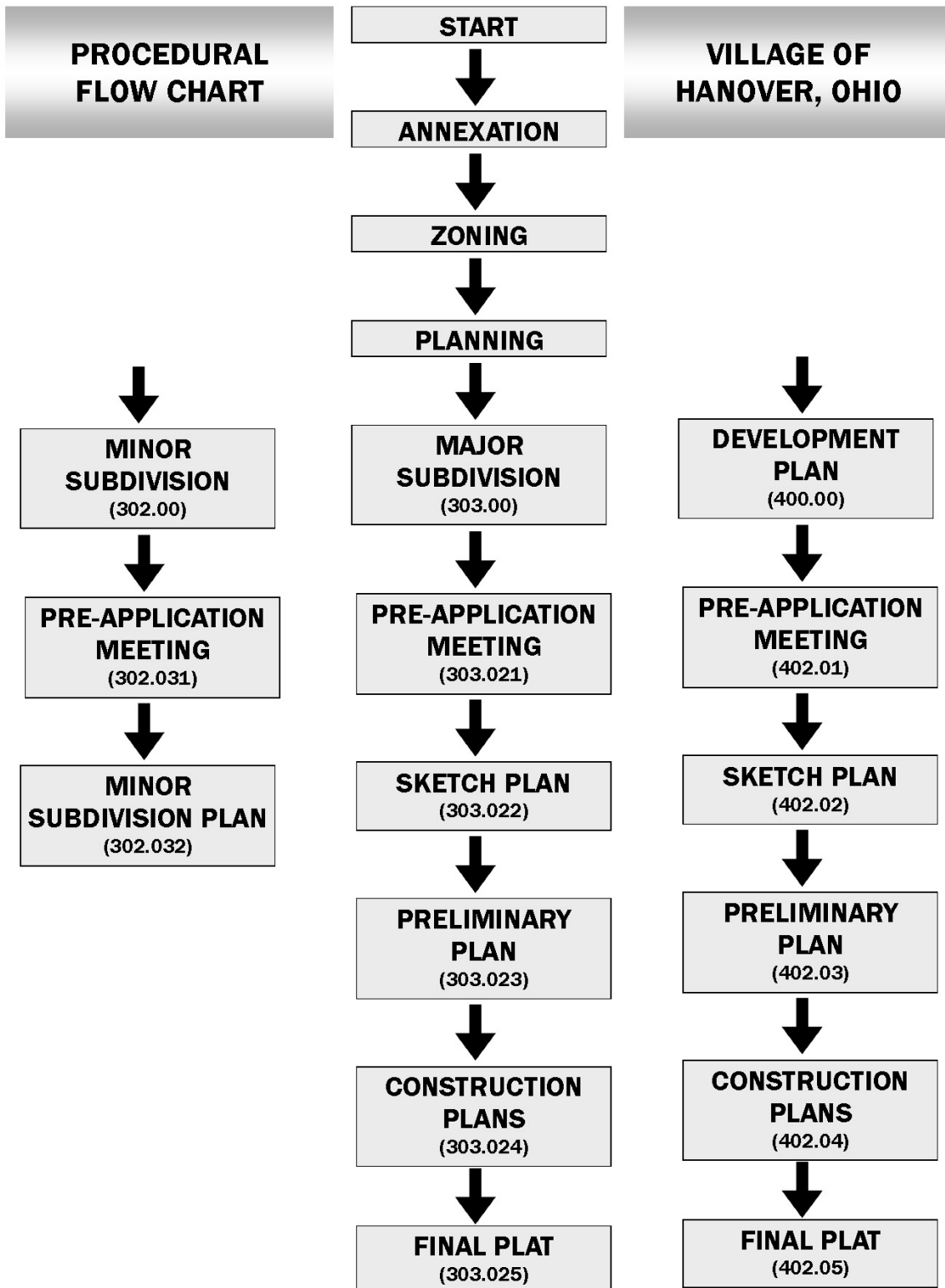
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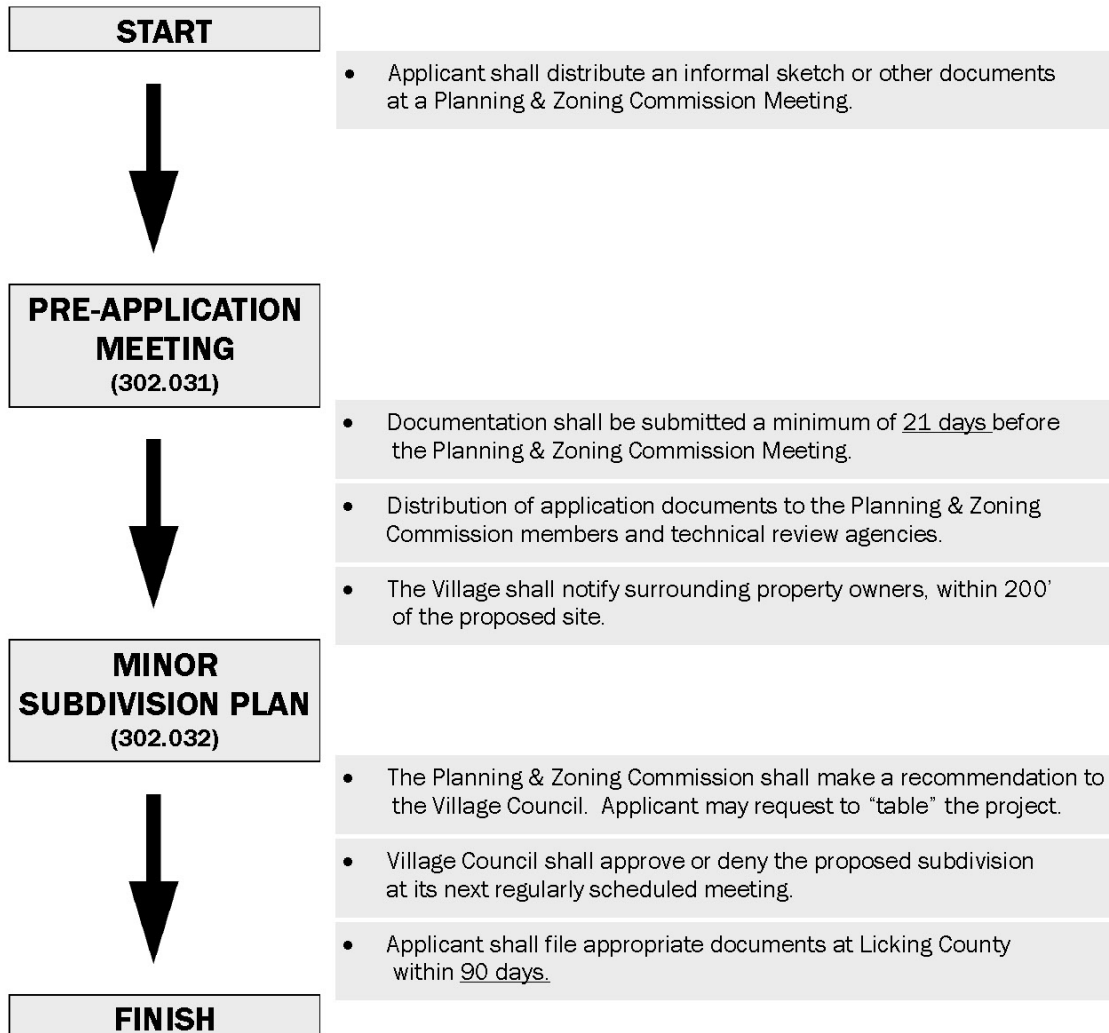
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VILLAGE OF HANOVER, OHIO

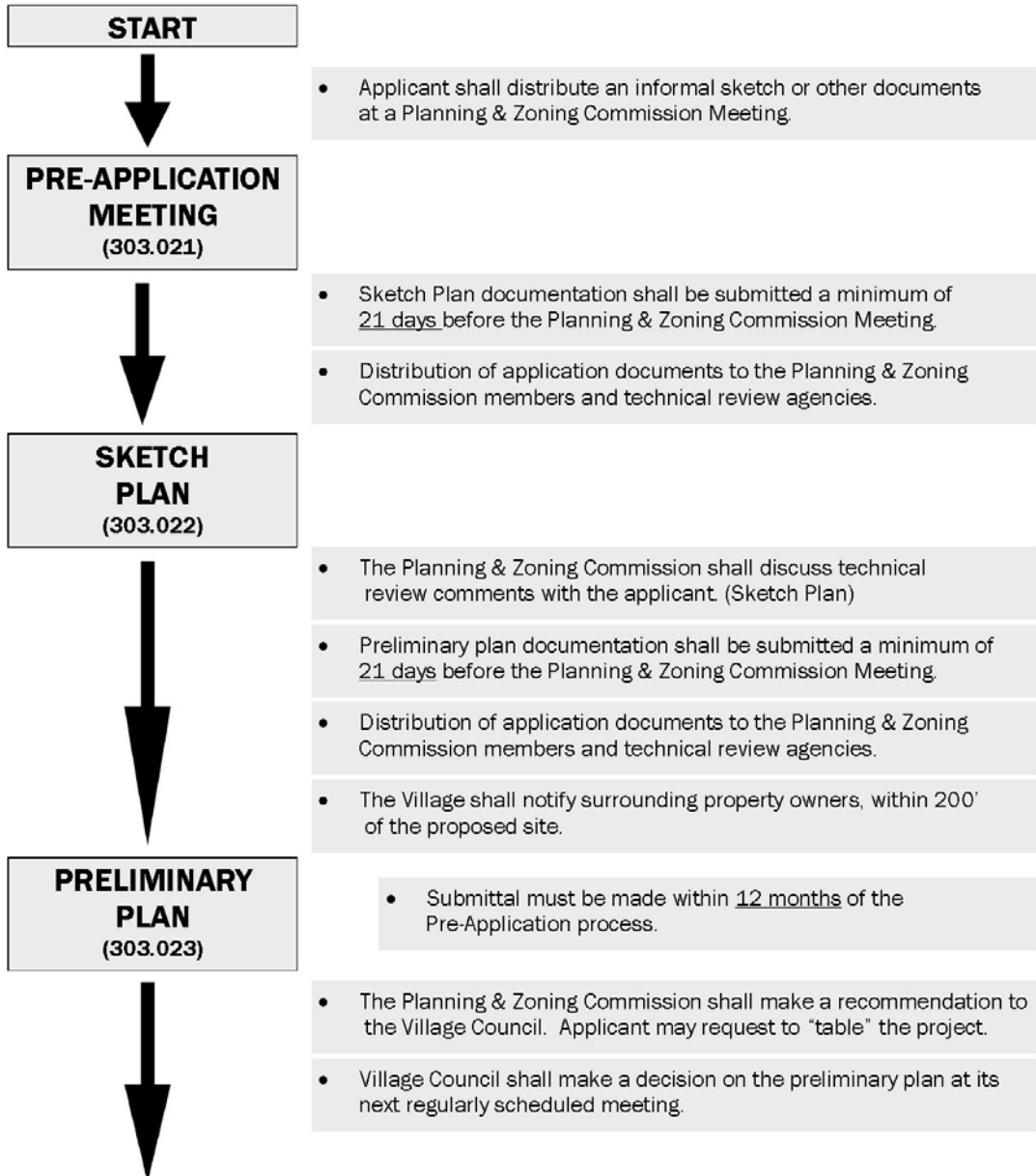
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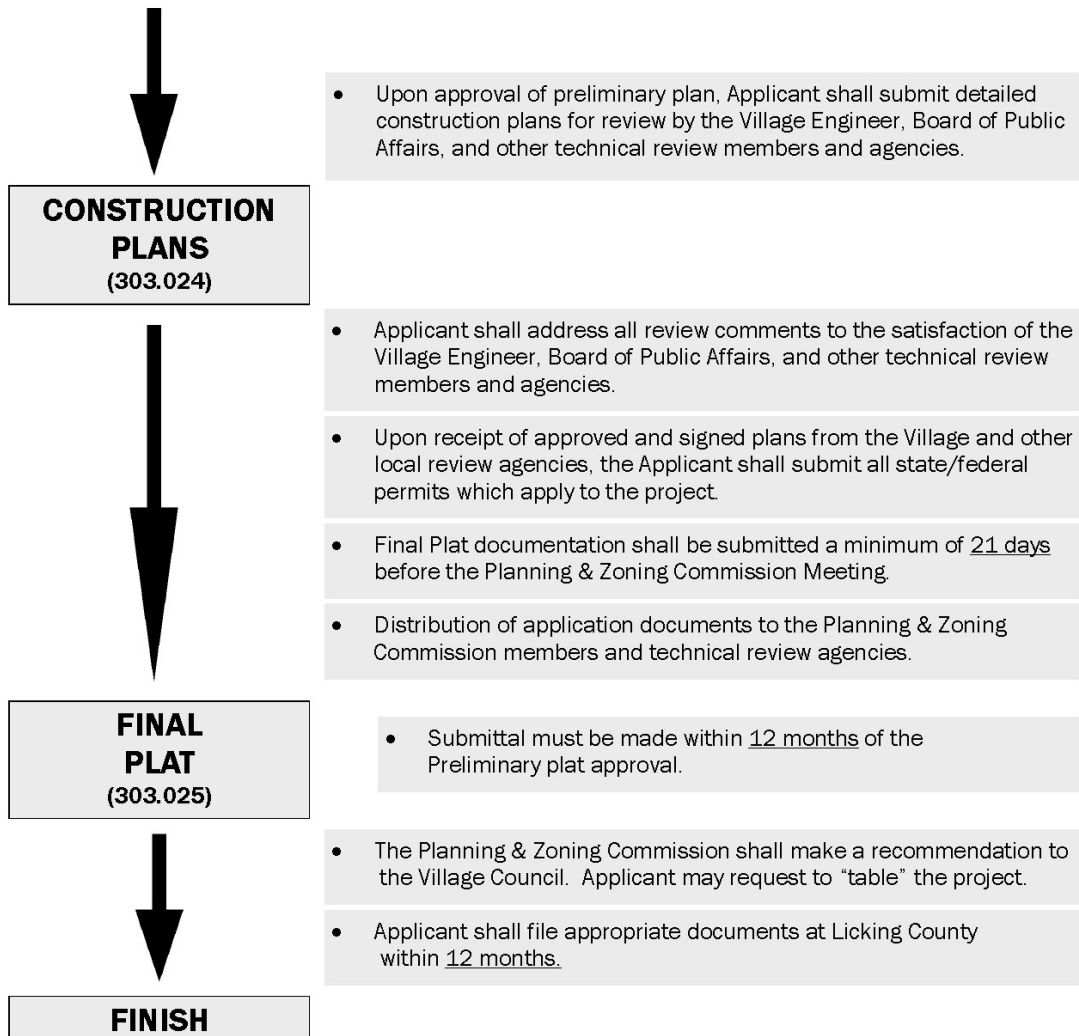
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**VILLAGE OF
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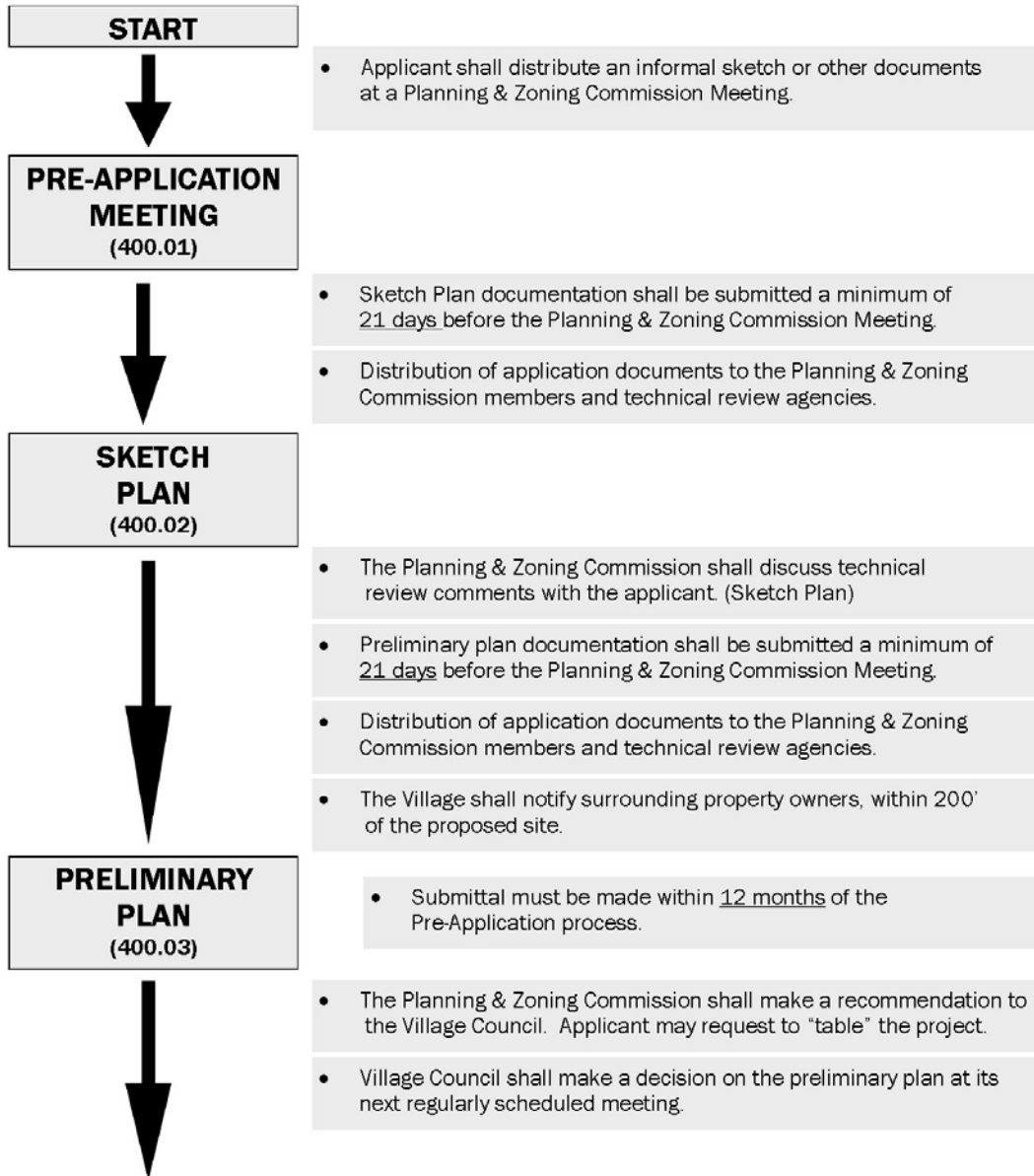
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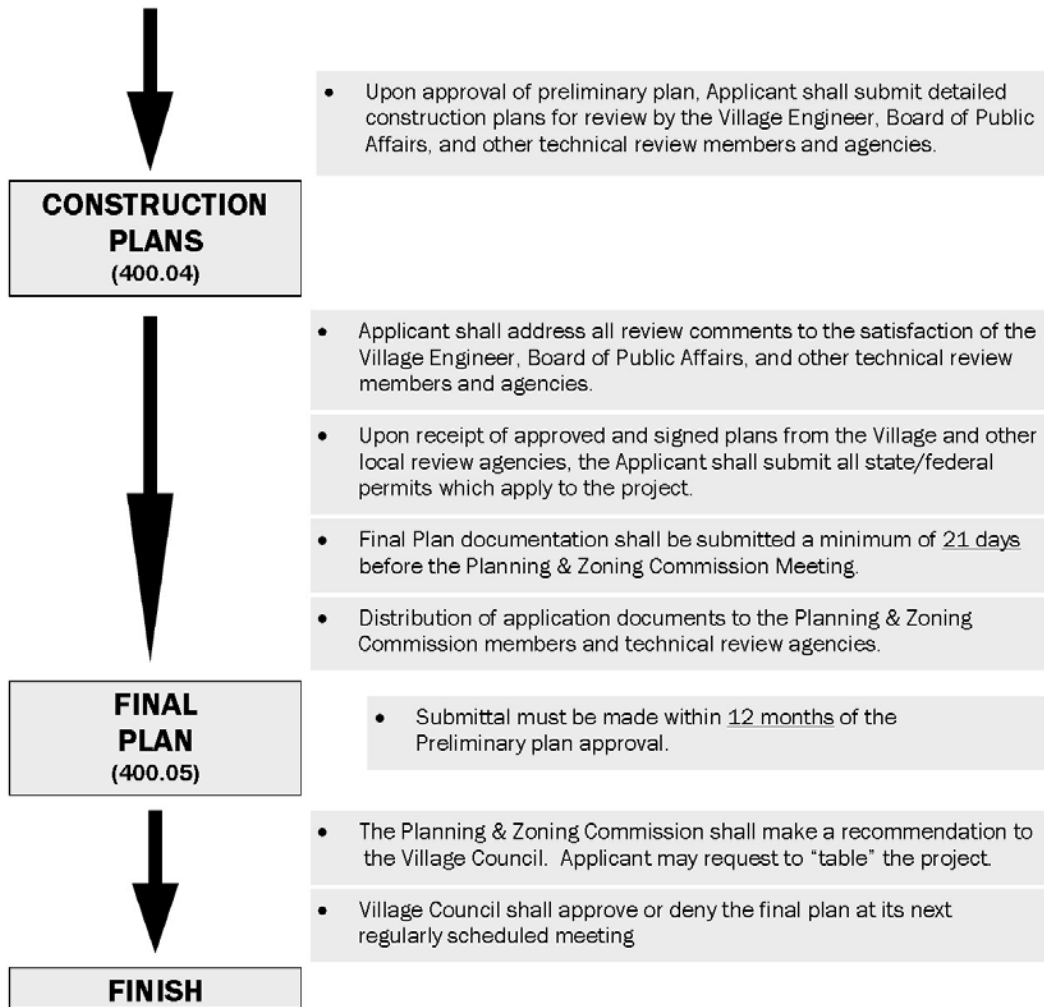
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**FLOW CHART
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**VILLAGE OF
HANOVER, OHIO**

DEVELOPMENT PLAN (400.00) - continued



ARTICLE I

100.00 GENERAL

101.00 Authority

The Village of Hanover Zoning and Planning Commission, hereinafter known as Commission, and the Council of the Village of Hanover, hereinafter known as Council, derive their authority by virtue of Chapter 303 and Chapter 711 of the Ohio Revised Code. The Council is authorized to adopt rules and regulations governing plats and subdivisions of land, and to approve, conditionally approve or disapprove plats or subdivisions of land falling within its jurisdiction.

102.00 Title

The official name of this document shall be "Subdivision & Development Regulations of the Village of Hanover, Ohio" hereinafter known as "Regulations."

103.00 Purpose

These Regulations are adopted to:

103.01

Secure and provide for the public health, safety, comfort and general welfare;

103.02

Provide for future growth and development of the Village, in accordance with the Master Plan, and policies and resolutions adopted by the necessary authorities;

103.03

Provide for adequate and convenient open spaces for traffic, utilities, access to service and emergency vehicles, recreation, light, air, and for the avoidance of congestion of population as it would affect the public health, safety and welfare;

103.04

Protect the public's rights of access to sunlight and wind energy, promote the conservation of nonrenewable energy resources, and promote the most responsible uses of renewable energy resources;

103.05

Provide safety from fire, flood (as governed by full compliance with appropriate floodplain and zoning requirements and the requirements of Section 1910.3 of the Federal Insurance Administrations Regulations) as may be amended, and other dangers;

103.06

Provide for adequate transportation, drainage, wastewater treatment, water supply, schools, open space and other public requirements and facilities;

103.07

Provide for the proper arrangement of streets or other highways in relation to existing or planned streets or highways;

103.08

Provide reasonable standards of design procedures for subdivisions and resubdivisions, in order to further the orderly layout and use of the land, and to insure proper legal descriptions and monumenting of subdivided land;

103.09

Prevent the pollution of air, streams, and ponds, to assure the adequacy of drainage facilities, and to safeguard groundwater;

103.10

Provide the most beneficial relationship between the use of land and buildings, provide for the proper location of lot lines and building setback lines, and encourage innovative forms of development;

103.11

Provide for the administration of these regulations and define the powers and duties of the Zoning and Planning Commission, the respective Village offices and other agencies having jurisdiction as they relate to these Regulations.

104.00 Jurisdiction

The Regulations shall be applicable to the following:

104.01

The subdivision or development of land located within the area or areas under the jurisdiction of the Commission.

105.00 Interpretation

The provisions of these Regulations shall be minimum requirements. Whenever these provisions are different from the requirements of other lawfully adopted regulations or private deed restrictions, the more restrictive rule or higher standard shall govern.

106.00 Separability

If any section, subsection, sentence, clause, or phrase of these Regulations is found to be invalid, such decision shall not affect the validity of the remaining portions of these Regulations.

107.00 Amendments

For the stated purposes of these Regulations, the Commission may from time to time amend the provisions imposed by the Regulations. Public hearings on all proposed amendments shall be held according to the procedures and requirements of Chapter 711 of the Ohio Revised Code.

108.00 Scope

These Regulations are not intended to repeal, abrogate, annul or in any way impair or interfere with the existing provisions of other laws or regulations except those specifically repealed by or in conflict with these Regulations, or with private restrictions placed upon property by deed, covenant or other private agreement, or with restrictive covenants running with the land to which the Village is a party.

109.00 Partitions

Whenever land is to be divided by the process of partition in court pursuant to Section 5307.06 of the Ohio Revised Code, all petitions for the partition shall be submitted to the Commission, which shall take action thereon within thirty (30) days or within such additional time as agreed upon by the petitioners, according to the procedures and provisions of these Regulations. The resulting partition shall be subject to all applicable zoning and subdivision requirements.

110.00 Land Contracts

All land contracts affecting a present or future subdivision of land, as defined in these Regulations, shall be subject to the requirements of these Regulations.

111.00 Administration

It shall be the responsibility of the Commission to administer these Regulations except where specific authority and responsibility is given to some other office as set forth in these Regulations.

112.00 Enforcement

It shall be the duty of the Commission and its staff together with other appropriate Village offices to enforce these Regulations within all areas under the jurisdiction of the Village.

113.00 Zoning

All proposed subdivisions shall conform to all applicable zoning requirements.

ARTICLE II

200.00 DEFINITIONS

201.00 Rules

For the purpose of these Regulations, words used in the present tense shall include the future; words used in the singular shall include the plural; and the plural the singular; and the word “shall” is mandatory and not discretionary.

202.00 Definitions

Alley: A public right-a-way not less than twenty (20) feet or more than thirty (30) feet wide which affords only a secondary means of access to property abutting thereon.

Arterial Street: (see “Streets”)

Average Daily Traffic: (ADT): The total traffic volume during a given time period (in whole days greater than one (1) day and less than one (1) year) divided by the number of days in that time period.

Buffer: Any combination of mounds, fencing, plantings, etc. intended to separate one land use or activity from another.

Certificate of Deposit: A certificate held on deposit by a financial institution for the benefit of the Village until such time as the subdivider has fulfilled his obligation to install the required improvements.

Collector Streets: (see “Streets”)

Commission: The Zoning and Planning Commission of the Village of Hanover, Ohio

County: Licking County, State of Ohio

County Commissioners: The Board of Licking County Commissioners, or its designated representative.

County Engineer: The Licking County Engineer or his designated representative.

Licking County Engineering Standards for Subdivision Development: Hereinafter referred to as “County Engineer’s Standards”.

Easement: Authorization by a property owner for the use by another, and for a specified purpose, of any designated part of his property.

Engineer: A registered engineer authorized to practice professional engineering by the State Board of Registration as specified in Section 4733.14 of the Ohio Revised Code.

Erosion:

- a) The wearing away of the land surface by running water, wind, ice or other geological agents, including such processes as gravitational creep.
- b) Detachment and movement of soil or rock fragments by wind, water, ice or gravity.

Escrow Fund: Cash placed, by the subdivider, in an account to be held by a financial institution in favor of the Village to guarantee the installation according to the provisions of these Regulations.

Floodplain: The areas adjoining a water course which are expected to be flooded as a result of a severe combination of meteorological and hydrological conditions.

Floodway: The channel of the watercourse and those portions of the adjoining floodplains, which are reasonably required to carry and discharge the 100 year flood.

Floodway Fringe: That portion of the floodplain outside of the floodway.

Hillside: An area with an average slope of more than fifteen percent (15%)

Improvements: Street pavement or resurfacing, curbs, gutters, sidewalks, water lines, sewer lines, storm drains, street lights, flood control and drainage facilities, utility lines, landscaping, and other related matters normally associated with the development of raw land into building sites.

Index Map: A map supplied with street construction plans showing the street and storm system at a 1"=200' scale (max.).

Inspection Fee: Cost to the Village of supervising construction to be paid by the subdivider or developer.

Key (Location) Maps: A drawing at a reduced scale located on the plat which shows legibly, by dimension and/or other means, enough area beyond the bounds of the proposed subdivision to locate and orient the subdivision within Licking County, and the relationship of the site to the community facilities which serve or influence the property.

Letter of Credit: An irrevocable letter of credit issued by a bank in Central Ohio subject to the provisions of Chapter 1305 of the Ohio Revised Code.

Lot: For the purpose of these Regulations, a lot is a parcel of land of sufficient size to meet minimum health and zoning requirements for use, coverage, and area, and to provide such yards and other open spaces as are herein required. Such lot shall have frontage on an improved public street, or an approved private street, and may consist of:

- a) A single lot of record;
- b) A portion of a lot record
- c) A combination of complete lots of record, or of portions of lots of record.

Lot Frontage: The front of a lot shall be construed to be the portion nearest the street. For the purpose of determining yard requirements on corner lots, and through lots, all sides of a lot adjacent to streets shall be considered frontage. Lot frontage shall be measured as the straight line distance between the points where the side lot lines intersect the street right-of-way. With the exception of cul-de-sac lot's, frontage requirement shall be measured at the building setback line.

Lot, Minimum Area Of: The area of a lot is computed exclusive of any portion of the right-of-way of any public or private street.

Lot Measurements: A lot shall be measured as follows:

- a) Depth of a lot shall be considered to be the distance between the mid-points of straight lines connecting the foremost points of the side lot lines in front and the rearmost points of the side lot lines in the rear.
- b) Width of a lot shall be considered to be the distance between straight lines connecting front and rear lot lines at each side of the lot, measured at the building setback line.

Lot of Record: A lot, which is part of a subdivision recorded in the Office of the County Recorder, or a lot or parcel described by metes and bounds, the description of which has been recorded.

Lot Types: Terminology used in these Regulations with reference to corner lots, interior lots and through lots is as follows:

- a) A corner lot is defined as a lot located at the intersection of two (2) or more streets
- b) An interior lot is a lot other than a corner lot with only one (1) frontage on a street.

- c) A double frontage lot is a lot other than a corner lot with frontage on more than one (1) street.
- d) A reversed frontage lot is a double frontage lot located along a collector or arterial that derives access from an interior local street.

Master Plan: The plan or plans made and adopted by the Commission, and as may be amended, indicating the general locations recommended for the principal streets, parks, public buildings, zoning districts, character and extent of community development and other physical aspects of urban and rural planning, on file in the office of the Commission.

O.D.N.R.: The Ohio Department of Natural Resources.

O.D.O.T.: The Ohio Department of Transportation.

O.E.P.A.: The Ohio Environmental Protection Agency.

O.R.C. The Ohio Revised Code.

Out Lot: Property shown on a subdivision plat outside of the boundaries of the land which is to be developed and which is to be excluded from the development of the subdivision.

Parking Space, Off-Street: An area adequate for parking an automobile with room for opening doors on both sides, together with properly related access to a public street or alley and maneuvering room, located totally outside of any street or alley right-of-way.

Performance and Indemnity Bond or Surety Bond: An agreement by and between a subdivider or developer and a bonding company in favor of the Village for the amount of the estimated construction cost guaranteeing the completion of the physical improvements according to plans and specifications within the time prescribed by the subdivider's agreement.

Plan, Preliminary: Drawings maps and other materials depicting a proposed subdivision meeting the requirements of these Regulations.

Plan, Sketch: A drawing of a proposed subdivision intended to be used as a general indicator of how the proposed area may be subdivided, as per these Regulations.

Plat, Final: The plat of a proposed subdivision, drawn on durable material as specified in these Regulations and intended for recording, meeting all the requirements as herein enumerated.

Public Utility: Any firm, corporation, governmental agency, or board having a Public Utility Commission permit to furnish to the public, under Regulations, electricity, gas, sewer, telephone, transportation, water, or other similar public services.

Regulations: Subdivision Regulations for the Village of Hanover, Ohio.

Reserves: Parcels of land within a subdivision set aside for future subdivision or set aside for other purposes, as noted on the plat.

Right-of-Way: The width between property lines, of a street, alley, crosswalk or easement.

Sediment: Solid material both mineral and organic, that is in suspension, is being transported, or has been moved from its site of origin by wind, water, gravity, or ice, and come to rest on the earth's surface above or below sea level.

Sediment Basin: A barrier, dam, or other suitable detention facility built across an area of water flow to settle and retain sediment carried by the runoff waters.

Setback Line, Building: A line indicating the minimum horizontal distance between the street easement or right-of-way line and buildings, as governed by the applicable Zoning Resolution and Master Plan.

Street-Major Arterial: Serves the major activity centers, high traffic volume corridors, and the longer trip desires. With major arterials, service to the adjacent land is subordinate to the provision of travel service.

Street-Minor Arterial: Interconnects and augments the principal arterial system and provides service for trips of moderate length. This class of roadway places more emphasis on land access and less on travel mobility than the principal arterial system.

Street-Collector: Provides both land access and traffic circulation within residential, commercial, and industrial areas. It differs from the arterials in that collector streets may penetrate these areas and arterials usually do not. Collector streets distribute traffic from arterial streets and channel traffic from local streets. Further, streets which are projected to carry an average daily traffic volume of twenty-five hundred (2500) or more and of which traffic half or less originates (i.e., has one trip end located) on properties contiguous to the street shall be designated a collector street or some higher classification.

Street Cul-de-Sac: A local street not exceeding in length provided with a

permanent bulb-type turn around facility.

Street-Frontage Road: A minor street which is generally parallel and contiguous to an expressway, freeway, parkway, major or minor street and is so designed as to intercept, collect and distribute traffic desiring to cross, enter or leave such street, and which provides access to abutting properties and protection from through traffic.

Street-Local: Includes all streets not on a higher system. The primary purpose of local streets is to provide direct access to adjacent land.

Street-Loop: A local street not exceeding 3000' in length having two intersections in close proximity on the same local or collector street.

Street-Minor: (see Street-Local)

Street-Public: A right-of-way, dedicated to public use, which provides vehicular and pedestrian access to adjacent properties.

Street-Private: A right-of-way, owned privately, which provides vehicular and pedestrian access to adjacent properties.

Subdivider: Any person, persons or corporation or duly authorized agent who undertakes or makes preparation for the subdivision of land as defined in these Regulations.

Subdivider's Agreement: An agreement by and between a subdivider and/or developer and the Commission that sets forth the manner in which the subdivider and/or developer agrees to proceed with the construction of public improvements and the disposition of lots in the subject subdivision.

Subdivision:

- a) The division of any parcel of land shown as a unit or as contiguous units on the last preceding tax roll, into two (2) or more parcels, sites or lots, any one of which is less than five (5) acres for the purpose, whether immediate or future, of transfer of ownership, provided: however, that the division or partition of land into parcels of more than five (5) 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; or
- b) The improvement of one (1) or more parcels of land for residential, commercial 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 land for residential commercial 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; the division or allocation of land as open spaces for common use by owners, occupants or lease holders or as easements for the extension and maintenance of public sewer, water, storm drainage or other public facilities.

Subdivision Technical Review Group: The technical Advisory group for the Commission and the Village consisting of, but not limited to, representatives from the Engineer hired by the Village, the Zoning and Building Inspector of the Village, the Licking County Soil and Water Conservation District, and the Licking County Board of Health.

Surety: A certificate of deposit, performance bond, irrevocable letter of credit or cash escrow account in favor of the Village designed to guarantee the construction of improvements required in these Regulations.

Surveyor: A registered surveyor, authorized to practice professional surveying by the State Board of Registration, as specified in Section 4733, Ohio

Variance: A modification of the strict terms of the relevant standards where such modification will not be contrary to public interest and where owing to conditions peculiar to the subject property and not the result of the action of the applicant and a literal enforcement of the Standards would result in unnecessary and undue hardship.

Village Engineer: A registered engineer employed by the Village of Hanover.

Village: The Village of Hanover, Licking County, Ohio.

Wastewater Treatment System – Central Public: A sewage system, including collection and treatment facilities, designed and operated by a division of local government intended to service a region larger than the proposed subdivision.

Wastewater Treatment Systems – Household or On-Lot: A septic facility or an aerobic facility on an individual lot servicing that lot only, for the proper and safe disposal of sewage, subject to all requirements and approvals necessitated by these Regulations and the health and sanitation officials having jurisdiction.

Wastewater Treatment System – Package System: A sewage system, including collection and treatment facilities, installed by the subdivider or developer and transferred to the Village for maintenance and operation according to the terms of these and other applicable Regulations, intended to service the proposed subdivision and/or other adjacent or nearby areas as determined by the Ohio Environmental Protecting Agency and the Licking County Board of Health or any Village agency charged with the maintenance and operation of such systems.

Water Supply System – Central Public: A water supply system, including water collection, purification and distribution systems, installed by the subdivider or other private party and transferred to the Village for maintenance and operation, or operated as a privately owned utility, subject to all requirements of these and other applicable regulations.

Water Supply System – On-Lot: A water collection device located on an individual lot and intended to service that lot only, subject to all requirements of these Regulations and the regulations of the health and sanitation agencies having jurisdiction.

Zoning Inspector: The Zoning Inspector of the Village of Hanover.

ARTICLE III

300.00 SUBDIVISION PROCEDURES

301.00 Approval Required

Whenever any subdivision of land is proposed (see definition of “Subdivision”), before any contract is made for the sale of any part thereof, and before any permit for the erection of any permanent buildings in such proposed subdivision shall be granted, the subdivider or his agent shall apply for and secure approval of such proposed subdivision in accordance with the following procedures.

302.00 Minor Subdivision Approval Procedure

302.01 Conditions Requiring Minor Subdivisions Approval

Whenever a division of a parcel of land shown as a unit on the preceding tax roll (duplicate) is proposed along an existing public street, not involving the opening, widening or extension of any street or road, and involving no more than five (5) lots after the original tract has been completely subdivided, the said division may be submitted to the Commission for a minor subdivision approval. A subdivision involving more than five (5) lots, including the original tract of record, or the opening, widening or extension of any street or road shall be required to file for subdivision approval under the procedures and requirements

for major subdivisions.

302.02 Authority

Section 711.09 of the Ohio Revised Code gives zoning and planning commissions the authority to abbreviate approval procedures for minor subdivisions. The Commission, acting through its staff, shall implement the following procedures:

302.03 Application and Review Process

302.031 Pre-Application Meeting

The subdivider is encouraged to meet with the Commission prior to developing any surveys or legal descriptions effecting a minor subdivision or combination of land in order to discuss the procedures involved and become familiar with any subdivision and zoning regulations pertaining to the property and the proposed action. It is helpful to provide a sketch plan showing approximations of the existing property lines and proposed property lines. The sketch plan may be a rough drawing and need not be detailed. It may also be helpful to meet with the Commission and/or its staff at the site of the proposed subdivision prior to developing the minor subdivision plan;

302.032 Minor Subdivision Plan

Prior to receiving consideration for a minor subdivision, the subdivider should prepare and submit a minor subdivision plan consisting of the following elements which shall conform to the minimum requirements for a "Plat of Survey," (sec. 4733-37-85 (Adm. Code) based on an actual property survey, "and such other information as is pertinent" to determine that "such proposed division is not contrary to applicable platting, subdividing, or zoning regulations: --

- a) A survey drawn by a registered professional surveyor, and
- b) Deeds for the proposed minor subdivision with legal descriptions approved by the County Engineer's Office.

Approval of the proposal must be granted by the Commission before a conveyance of said parcel(s) may be approved by the Licking County Records Office for recording. The conveyance must conform to the intent of the approved proposal and contain any requirements or restrictions as specified by the approving authority;

302.033 Review and Approval

Upon receipt of the "Application for a Minor Subdivision", the minor subdivision plan and the required fee for a minor subdivision approval, the Commission shall forward the proposed subdivision plans to those governmental and subdivision technical review agencies having

jurisdiction or interest in the proposed subdivision.

If the Commission is satisfied that the proposed subdivision is not contrary to applicable platting, zoning and subdivision regulations, it shall make a recommendation for approval, approval with modifications, or disapproval to the Village Council. If the proposed subdivision does not meet the requirements of these Regulations and applicable Zoning Regulations, the Commission shall not approve the proposed minor subdivision. The burden shall be upon the subdivider to amend the proposed subdivision to meet all applicable requirements.

The Village Council shall approve or deny the proposed subdivision at its next regularly scheduled meeting;

302.034 Fees Required

The Council of the Village shall establish fees to be deposited with each application.

302.04 Minor Subdivision Plan Requirements

302.041 Standard Plan Requirements

The plan for a minor subdivision shall be subject to the following requirements:

The plan shall be drawn in ink on durable paper no smaller than 11" x 17". Scale should be no smaller than 1" = 100'.

- a) A title such that the general locations of the survey can be identified (State, County, Township and Range, Township, Section and Lot of U.S.M.L.)
- b) North arrow and scale.
- c) An accurate control station and its relation (bearing and distance) to the subject property. The beginning point must be referenced to something identifiable on the tax map (i.e. – road intersection, lot line, subdivision corner, etc.). A simple Deed Book and Page or Highway Station reference alone is not acceptable.
- d) Bearing and distance of each line for all metes and bounds descriptions.
- e) Subject owners name, Deed Book and Page wherein the deed by which the acquired property may be found, and the total acreage.
- f) Adjacent owners names, Deed Book and Page, and acreage and/or subdivision name and Deed Book and Page if applicable
- g) Original tract number and original acreage.
- h) If the tract(s) or lot(s), as surveyed, fall within two or more existing parcels, as currently shown on the County Auditor's Tax Duplicate, or within two or more general areas (e.g., quarter-townships, sections within quarter-townships, farm lots, United States Military

Lands lots, etc.), then the plat and/or description shall include the areas broken down accordingly.

- i) When a division of any parcel of land into two or more parcels is created, the plat shall graphically show the relationship of the newly created parcel(s) to the parent parcel and shall show the acreage and the recording reference of the parent parcel
- j) Current road names and route numbers. For railroads it shall show current name of the railroad and the right-of-way width.
- k) A list of all references to ascertain property lines i.e. – survey volume, Deed Book and Page, old surreys, etc.).
- l) All corner markers identified with iron pin located, railroad spike set, etc.
- m) Certification statement, seal, registration number and signature of the registered surveyor.
- n) Date of survey.
- o) If the boundary closure is questionable, the survey will be calculator checked for flat closure. An error of no more than 1:10,000 will be acceptable.
- p) Plat copies must be legible and if any information is hard to read, the plat will not be accepted.
- q) Area of survey. When a tract is split by anything such as anything such as a Farm Lot Line, Corporation Line, Township Line, Tract Line, etc., the acreage must be broken down accordingly and shown on the plat.

302.042 Optional Requirements

Any of the following optional requirements may be required by the Commission on the basis of the characteristics of the subject property:

- a) Topographical contours in 1 foot or 2 foot intervals, as necessary to clearly show important features.
- b) A lot grading and drainage plan, illustrating a plan for the handling of surface and sub-surface drainage, showing proposed finished grade elevations, the type, size, location, and outlet of all drainage improvements, swales, easements, and the proposed ground cover.
- c) Spot elevations, when topographical conditions warrant.
- d) Soil borings, if on-site systems are proposed.
- e) Minimum ground floor building elevations in conjunction with the required lot grading plan.
- f) 100-year flood plain and floodway fringe elevations and delineations.
- g) A complete erosion and sediment control plan
- h) Screening and buffering provisions
- i) A development staging plan showing future subdivision and re-subdivision potentials
- j) A surety for the construction of improvements.
- k) A subdivider's agreement.

- l) Other information, study, item, or provision deemed necessary or prudent for review to promote the public health, safety, and welfare

302.043 Additional Right-of-Way Requirements

When a proposed minor subdivision abuts upon a public road right-of-way, additional right-of-way for road purposes may be required within the area encompassed by the said minor subdivision proposal to bring about conformance with the minimum public road rights-of-way requirements as set forth by these Regulations;

302.044 Deed Restrictions

The Commission may require the use of private deed restrictions to make provisions for the use, maintenance, building requirements or improvements within a proposed minor subdivision. Such restrictions shall be placed upon the deed(s) for the proposed minor subdivision prior to approval.

303.00 Major Subdivision Approval Procedure

303.01 Conditions Requiring Major Subdivision Approval

Any subdivision involving:

- a) More than five (5) lots, inclusive, after the tract of record has been completely subdivided, or
- b) The opening, widening or extension of a street or streets, or
- c) The division or allocation of land as open spaces for common use by owners, occupants, or leaseholders, or
- d) The division of land as easements for the extension and maintenance of public sewer, water, storm drainage or other public facilities shall be subject to the procedures and requirements set forth by these Regulations for major subdivision approval.

303.02 Application and Submittal Requirements

303.021 Pre-Application Meeting (Optional)

Prior to developing a preliminary plat for a proposed subdivision, the subdivider should contact the Commission and arrange for an informal meeting with the Commission in order to discuss the procedures and requirements for subdivision approval.

303.022 Sketch Plan (Recommended)

The sketch plan provides the applicant the opportunity to address comments received at the pre-application meeting. It also is the first formal step in the subdivision review process.

Submittal requirements:

- a) Completed and signed application form and fee
- b) Six (6) copies of the Sketch plan (11 x 17 min.)

Sketch Plan shall include (as applicable):

- a) Name of subdivision
- b) Owner and Applicant contact information
- c) Original parcel acreages, metes & bounds, and identification
- d) Number of lots with approximate acreage and dimensions
- e) Listing of proposed setbacks
- f) North arrow and scale
- g) Important topographic features (woods, buildings, cemeteries, etc.)
- h) Approximate location and width of street/right-of-way
- i) Approximate floodplain limits and locations of natural water courses
- j) Approximate location of easements and/or environmental issues
- k) Approximate contour information (County GIS system or other)

303.023 Preliminary Plan

The preliminary plan is an important step in the platting process. The applicant shall provide adequate detail to show feasibility of the development and applicability to these regulations:

Submittal requirements:

- a) Completed and signed application form and fee
- b) Six (6) copies of the Preliminary Plan (22 x 34 min.)

Preliminary Plan shall include (as applicable):

a) General:

- 1. Name of subdivision
- 2. Owner and Applicant contact information
- 3. North arrow, scale, legend, and location map

b) Survey Items:

- 1. Original parcel acreages, metes & bounds, and identification
- 2. Proposed phase limits, if platting multiple phases
- 3. Individual lot acreages and metes & bounds
- 4. Adjoining property owner information
- 5. List of horizontal control points and basis of bearing
- 6. List of vertical control points and source benchmarks

c) Topographic Information:

- 1. Contour elevations (1' intervals, 5' interval over 20%)
- 2. Woods, water courses, drainage patterns, ponding areas
- 3. 100 yr Floodplain and Floodway of any FEMA NFIP watercourse

4. Limits of environmental, historical, and/or archaeological sites
 5. Existing public and private utilities
 6. Existing culverts, field tile, springs, etc.
 7. Existing streets, right-of-ways, easements
 8. Soils information, per USDA Soil Survey of Licking County
- d) Lot Information:
1. Acreage and metes & bounds
 2. Setbacks and easements
 3. Finish floor elevations (include walk-out basements, if applies)
- e) Street / Design:
1. Horizontal C/L alignment data
 2. Proposed % grade (note locations of crests and sags)
 3. Right-of-Way widths
 4. Pavement widths
 5. Pavement composition
 6. Curb & Gutter or Roadside Ditch location
 7. Subdivisions should have two entrances.
 8. Subdivision with 50 lots or greater in final development should have a traffic study done and the recommendations implemented into the development plan.
- f) Sidewalk / Bike Path / Other:
1. Indicate general width and composition
 2. Indicate typical min/max grades or ADA compliance
- g) Storm Water Management:
1. Layout of storm sewer facilities
 2. Major flood routing
 3. Detention / Retention ponds
 4. Storm water management calculations and supporting maps, sufficient to prove feasibility of the proposed drainage plan
 5. Plan must comply with all current Ohio EPA and local requirements
- h) Public Sanitary Sewer Facilities:
1. Layout of sanitary sewer facilities
 2. Location of any lift stations and force mains
 3. Sanitary sewer calculations and supporting maps, sufficient to prove feasibility of the proposed sewer plan
 4. Plan must comply with all current Ohio EPA requirements
- i) Public Water Facilities:
1. Layout of waterline facilities or well locations
 2. Location of all fire hydrants (if applicable)
 3. Waterline calculations and supporting maps, sufficient to prove feasibility of the proposed plan (fire flows / pressures if applicable)
 4. Plan must comply with all current Ohio EPA and/or ODNR requirements

j) Proposed Private Utilities:

1. Provide a list of all utilities to service the individual lots

k) Special Items:

1. Deed restrictions
2. Homeowner's Association responsibilities
3. Reserve areas with acreage and metes & bounds
4. Conservation areas, no-build zones, or other restrictions

l) Miscellaneous (project specific):

1. Traffic Studies
2. Improvements to adjacent streets
3. Soil borings / investigations
4. Other information, study, item, or provision deemed necessary or prudent for review to promote the public health, safety, and welfare
5. Required easements for development to proceed or letters of commitment from property owners.

303.024 Construction Plans

Upon approval of the Preliminary Plan, the applicant shall submit construction plans for review. The applicant may request intermediate progress meeting(s) with the Village Engineer to aid in the plan preparation process. The Subdivision Technical Review Group shall provide comments to the applicant upon completion of their review.

Submittal requirements:

- a) Completed and signed application form and fee
- b) Six (6) copies of the Construction Plans (22 x 34 min.)
- c) Six (6) copies of all supporting documentation, calculations, and easements

Construction Plans, at a minimum shall be provided as follows:

- a) Street, Storm Sewer, Erosion Control, and Detention/Retention Plans :
 1. All requirements of the Licking County Subdivision Regulations, Article 4, "Subdivision Design Standards", current edition, including all supplements thereto, shall govern.
- b) Sanitary Sewer Plans :
 1. All requirements of the Village of Hanover "Sanitary Design Standards and Plan Preparation", shall govern sanitary sewer plans.

303.025 Final Plat

The Final Plat is the official legal document prepared by the applicant which formally subdivides the land.

The Final Plat shall be of a media, size, scale, etc. to satisfy the County Engineer, Auditor, and Recorder.

Surveying practices, plats, and legal descriptions shall meet requirements of the Ohio Revised Code and these regulations. All research, investigation, monumentation, measurement specifications, plats of survey descriptions, and subdivision plats shall conform to the "Minimum Standards for Boundary Surveys in the State of Ohio", Section 4733-37 (Admin. Code) ORC.

Submittal requirements:

- a) Completed and signed application form and fees
- b) Six (6) copies of the Final Plat (paper for review)
- c) One (1) signed and sealed mylar of the Final Plat for recording (after final approval)

Final Plat shall include (as applicable):

- a) Subdivision name, street names, and lot addresses
- b) Location map, legend, north arrow, and scale
- c) Acreage, purpose and ownership of each reserve or no-build lot
- d) Total acreage allocated to streets, to lots, and to reserve lots
- e) Centerline alignment of streets with radii, and right-of-way widths
- f) Lot numbers and boundary lines with metes & bounds
- g) Easements with dimensions, purpose, ownership, and wording addressing off-site easements
- h) Zoning setbacks
- i) Adjacent plat name, volume & page; acres, owner, book & page of adjacent un-platted land
- j) Floodplain FIRM community & panel number, suffix letter, map date, and zone designation
- k) Other notes, items, restrictions or provisions required by these regulations
- l) Final Plat statements and notes shall follow the standards contained in the Licking County Planning Commissions "Subdivision Regulations", current edition
- m) Final Plat signatures shall include, but not limited to:
 - a. Property Owner(s)
 - b. Applicant's surveyor
 - c. Engineer Village of Hanover
 - d. Chairman, Planning & Zoning Commission, Village of Hanover
 - e. Mayor, Village of Hanover
 - f. Clerk, Village of Hanover
 - g. County Auditor
 - h. County Recorder

303.03 Platting Process / Filing

Subdivisions being determined by Article III, shall be presented to the

Commission in two (2) platting processes (Preliminary Plan and Final Plat). Prior to approval of the final plat, construction plans must be submitted, reviewed, and approved by the appropriate review agency officials.

303.031 Submission to State Highway Director

Before any plat is approved affecting any land within three hundred (300) feet of the centerline of proposed new highway or highways for which changes are proposed as described in the certification to the Village by the State Highway Director or any land within a radius of five hundred (500) feet from the point of intersections of said centerline with any public road or highway, the Commission shall give notice, by registered or certified mail to the Highway Director.

The Commission shall not approve the plat for one hundred twenty (120) days from the date the notice is received by the Highway Director. If the Highway Director notifies the Commission that he shall proceed to acquire the land needed, then the Commission shall refuse to approve the plat. If the Highway Director notifies the Commission that acquisition at this time is not in the public interest or upon the expiration of the one hundred twenty (120) day period or any extension thereof agreed upon by the Highway Director and the property owner, the Commission shall, if the plat is in conformance with all provisions of these Regulations, approve the plat;

303.032 Preliminary Plan Filing

The preliminary plan shall be filed with the Planning Commission not later than twelve (12) months after Pre-application Review process, otherwise such review process will be considered void, unless an extension is requested by the subdivider and granted in writing by the Commission;

303.033 Preliminary Plan Approval / Disapproval

The Commission shall forward copies of the preliminary plan to the Village Engineer, County Board of Health, and Zoning Official for the purpose of study and recommendations, as to its conformity with the road plan, zoning requirements, health regulations, with the rules and regulations adopted by the Commission and with the improvements proposed to be installed.

Upon receipt of the recommendations and advice from these officials, the Commission shall recommend approval, approval with modifications, or disapproval of the preliminary plan to the Village Council.

If a plan is disapproved, the reasons for such disapproval shall be stated in writing. If approved with modifications, modifications must be shown.

The approval of the preliminary plan is to be considered only as an approval of the layout, with the understanding that the Engineer, or other officials having jurisdiction may modify any engineering or construction details proposed by the subdivider, whenever it would be required for the protection of the public's interest.

The Village Council shall approve or deny the proposed subdivision at its next regularly scheduled meeting;

303.034 Preliminary Plan Approval Period

The approval of the preliminary plan shall be effective for a maximum period of one (1) year from the date of preliminary plan approval, for the purpose of the preparation of the final plat and the installation of the necessary improvements. An extension of time may be requested by the subdivider and granted in writing by the Commission;

303.035 Improvement Assurance

Assurances of Improvements are to be executed prior to filing the final plat with the Commission;

303.036 Final Plat Filing

The final plat shall be filed with the Commission no later than one (1) year after the date of the approval of the preliminary plan, otherwise the proposed subdivision will be considered void unless an extension is requested by the subdivider and granted in writing by the Commission.

303.037 Final Plat Approval / Disapproval

The subdivider, having received approval of the preliminary plat of the proposed subdivision and upon completion of all improvements or the necessary improvement assurances, shall prepare the final plat of the proposed subdivision. The final plat shall incorporate all changes in the preliminary plan required by the Commission. Otherwise it shall conform to the preliminary plan, and it may constitute only that portion of the approved preliminary plan, which the subdivider proposes to record and develop at the time.

Upon receipt of the recommendations and advice from the technical review committee, the Commission shall recommend approval, approval with modifications, or disapproval of the final plat to the Village Council.

If the plat is disapproved, the grounds for disapproval, stating the rule or regulation violated, shall be stated in the records of the Commission and a copy of said record shall be forwarded to the subdivider. If disapproved, the subdivider may make the necessary corrections and resubmit the final plat.

The approval of the final plat by the Commission shall not be deemed to constitute or affect an acceptance by the public of the dedication of any Street or other proposed public way or space, shown on said plat.

The Village Council shall approve or deny the proposed subdivision at its next regularly scheduled meeting;

303.038 Final Plat Signatures / Recording

Within sixty (60) days after the date of approval by the Commission, the plat shall be submitted for signatures and recording at the County.

ARTICLE IV

400.00 DEVELOPMENT PLAN PROCEDURES

401.00 Conditions Requiring Development Plan Approval

Any development involving:

- a) Commercial, Industrial, or Multi-Family residential land developments (apartments, condominiums, etc.) which are not covered by Sections 302 or 303, - or -
- b) Other developments deemed worthy of review by the Planning and Zoning Commission of Hanover, Ohio

402.00 Application and Submittal Requirements

402.01 Pre-Application Meeting (Optional)

Prior to developing a preliminary development plan, the applicant should contact the Commission and arrange for an informal meeting with the Commission in order to discuss the procedures and requirements for subdivision approval;

402.02 Sketch Plan (Optional)

The sketch plan provides the applicant the opportunity to address comments received at the pre-application meeting. It also is the first formal step in the development plan review process.

Submittal requirements:

- a) Completed and signed application form and fee
- b) Six (6) copies of the Sketch plan (11 x 17 min.)

Sketch Plan shall include (as applicable):

- a) Name of development and/or address
- b) Owner and Applicant contact information
- c) Original parcel acreages, metes & bounds, and identification
- d) Listing of proposed setbacks
- e) North arrow and scale

- f) Important topographic features (woods, buildings, cemeteries, etc.)
- g) Approximate building and parking lot layout
- h) Approximate location and width of driveways
- i) Approximate floodplain limits and locations of natural water courses
- j) Approximate location of easements and/or environmental issues
- k) Approximate contour information (County GIS system or other)

402.03 Preliminary Plan

The preliminary plan is an important step in the planning process. The applicant shall provide adequate detail to show feasibility of the development and applicability to these regulations.

Submittal requirements:

- a) Completed and signed application form and fee
- b) Six (6) copies of the Preliminary Plan (22 x 34 min.)

Preliminary Plan shall include (as applicable):

a) General:

- 1. Name of development and/or address
- 2. Owner and Applicant contact information
- 3. North arrow, scale, legend, and location map

b) Survey Items:

- 1. Original parcel acreages, metes & bounds, and identification
- 2. Adjoining property owner information
- 3. List of horizontal control points and basis of bearing
- 4. List of vertical control points and source benchmarks
- 5. Zoning district and setback information

c) Topographic Information:

- 1. Contour elevations (1' intervals, 5' interval over 20%)
- 2. Woods, water courses, drainage patterns, ponding areas
- 3. 100 yr Floodplain and Floodway of any FEMA NFIP watercourse
- 4. Limits of environmental, historical, and/or archaeological sites
- 5. Existing public and private utilities
- 6. Existing culverts, field tile, springs, etc.
- 7. Existing streets, right-of-ways, easements
- 8. Soils information, per USDA Soil Survey of Licking County

d) Site Plan / Grading Plan:

- 1. Dimensions of buildings, parking lots, driveways, & sidewalks
- 2. Location and dimensions of access points to public street
- 3. Preliminary grading and/or spot elevations
- 4. Curb & Gutter or Roadside Ditch location

e) Storm Water Management:

1. Layout of storm sewer facilities
 2. Major flood routing
 3. Detention / Retention ponds
 4. Storm water management calculations and supporting maps, sufficient to prove feasibility of the proposed drainage plan
 5. Plan must comply with all current Ohio EPA requirements
- f) Public Sanitary Sewer Facilities:
1. Layout of sanitary sewer facilities
 2. Location of any lift stations and force mains
 3. Sanitary sewer calculations and supporting maps, sufficient to prove feasibility of the proposed sewer plan
 4. Plan must comply with all current Ohio EPA requirements
- g) Public Waterline Facilities:
1. Layout of waterline facilities or well locations
 2. Location of all fire hydrants (if applicable)
 3. Waterline calculations and supporting maps, sufficient to prove feasibility of the proposed plan (fire flows / pressures if applicable)
 4. Plan must comply with all current Ohio EPA and/or ODNR requirements
- h) Proposed Private Utilities:
1. Provide a list of all utilities to service the site
- i) Special Items:
1. Deed restrictions
 2. Development Association responsibilities
 3. Reserve areas with acreage and metes & bounds
 4. Conservation areas, no-build zones, or other restrictions
 5. Required easements for development to proceed or letter(s) of commitment from property owner(s)
- j) Miscellaneous (project specific):
1. Traffic Studies
 2. Improvements to adjacent streets
 3. Soil borings / investigations
 4. Other information, study, item, or provision deemed necessary or prudent for review to promote the public health, safety, and welfare

402.04 Construction Plans

Upon approval of the Preliminary Plan, the applicant shall submit construction plans for review. The applicant may request intermediate progress meeting(s) with the Village Engineer to aid in the plan preparation process. The Subdivision Technical Review Group shall provide comments to the applicant upon completion of their review.

Submittal requirements:

- a) Completed and signed application form and fee
- b) Six (6) copies of the Construction Plans (22 x 34 min.)

- c) Six (6) copies of all supporting documentation and calculations

Construction Plans, at a minimum shall be provided as follows:

- a) Street, Storm Sewer, Erosion Control, and Detention/Retention Plans :

- 1. All requirements of the Licking County Subdivision Regulations, Article 4, "Subdivision Design Standards", current edition, including all supplements thereto, shall govern.

- b) Sanitary Sewer Plans

- 1. All requirements of the Village of Hanover "Sanitary Design Standards and Plan Preparation", shall govern sanitary sewer plans.

402.05 Final Plan

The Final Plan is the last step in the planning process. Prior to construction, the applicant shall submit the following information for review and approval:

Submittal requirements:

- a) Completed and signed application form and fee
- b) Six (6) copies of the Final Plan (22 x 34 min.)

Final Plan shall include (as applicable):

- a) All items required for submittal of the preliminary plan
- b) Modifications to the preliminary plan, per the conditions or recommendations of the Planning and Zoning Commission or the Village Engineer
- c) Updates to all locations, utilities, infrastructure, etc., as per the final approved construction plans
- d) Other information, study, item, or provision deemed necessary or prudent for review to promote the public health, safety, and welfare

403.00 Planning Process

Development Plans being determined by Article IV, shall be presented to the Commission in two (2) planning processes (Preliminary Plan and Final Plan). Prior to approval of the final plan, construction plans must be submitted, reviewed, and approved by the appropriate review agency officials.

403.01 Submission to State Highway Director

Before any plan is approved affecting any land within three hundred (300) feet of the centerline of proposed new highway or highways for which changes are proposed as described in the certification to the Village by the State Highway Director or any land within a radius of five

hundred (500) feet from the point of intersections of said centerline with any public road or highway, the Commission shall give notice, by registered or certified mail to the Highway Director.

The Commission shall not approve the plan for one hundred twenty (120) days from the date the notice is received by the Highway Director. If the Highway Director notifies the Commission that he shall proceed to acquire the land needed, then the Commission shall refuse to approve the plan. If the Highway Director notifies the Commission that acquisition at this time is not in the public interest or upon the expiration of the one hundred twenty (120) day period or any extension thereof agreed upon by the Highway Director and the property owner, the Commission shall, if the plan is in conformance with all provisions of these Regulations, approve the plan;

403.02 Preliminary Plan Filing

The preliminary plan shall be filed with the Planning Commission not later than twelve (12) months after Pre-application Review process, otherwise such review process will be considered void, unless an extension is requested by the applicant and granted in writing by the Commission;

403.03 Preliminary Plan Approval / Disapproval

The Commission shall forward copies of the preliminary plat to the Engineer, County Board of Health, and Zoning Official for the purpose of study and recommendations, as to its conformity with the road plan, zoning requirements, health regulations, with the rules and regulations adopted by the Commission and with the improvements proposed to be installed.

Upon receipt of the recommendations and advice from these officials, the Commission shall recommend approval, approval with modifications, or disapproval of the preliminary plan to the Village Council.

If a plan is disapproved, the reasons for such disapproval shall be stated in writing. If approved with modifications, modifications must be shown.

The approval of the preliminary plan is to be considered only as an approval of the layout, with the understanding that the Engineer, or other officials having jurisdiction may modify any engineering or construction details proposed by the applicant, whenever it would be required for the protection of the public's interest.

The Village Council shall approve or deny the preliminary plan at its next regularly scheduled meeting;

403.04 Preliminary Plan Approval Period

The approval of the preliminary plan shall be effective for a maximum period of one (1) year from the date of preliminary plan approval, for the purpose of the preparation of construction plans and preparation of the final plan. An extension of time may be requested by the applicant and granted in writing by the Commission;

403.05 Improvement Assurance

Assurances of Improvements are to be executed prior to filing the final plan with the Commission (as applicable, for public improvements);

403.06 Final Plan Filing

The final plan shall be filed with the Commission no later than one (1) year after the date of the approval of the preliminary plan, otherwise the proposed development will be considered void unless an extension is requested by the applicant and granted in writing by the Commission;

403.07 Final Plan Approval / Disapproval

The applicant, having received approval of the preliminary plan of the proposed development shall prepare the final plan of the proposed development. The final plan shall incorporate all changes in the preliminary plan required by the Commission. Otherwise it shall conform to the preliminary plan, and it may constitute only that portion of the approved preliminary plan, which the applicant proposes to record and develop at the time.

Upon receipt of the recommendations and advice from the technical review committee, the Commission shall recommend approval, approval with modifications, or disapproval of the final plan to the Village Council.

If the plan is disapproved, the grounds for disapproval, stating the rule or regulation violated, shall be stated in the records of the Commission and a copy of said record shall be forwarded to the applicant. If disapproved, the applicant may make the necessary corrections and resubmit the final plan.

The approval of the final plan by the Commission shall not be deemed to constitute or effect an acceptance by the public of the dedication of any Street or other proposed public way or space, shown on said plan.

The Village Council shall approve or deny the proposed development at its next regularly scheduled meeting.

ARTICLE V

500.00 DESIGN STANDARDS and SPECIFICATIONS

501.00 Conflicting Requirements

Should there be a conflict between any specifications, standards, or supplemental requirements listed below or referenced in these regulations, the information specifically listed herein, and not referenced, shall govern. The Village of Hanover Planning Commission shall make the final recommendation in the event of conflicting information.

502.00 Specifications

The current edition of the “City of Columbus, Ohio Construction and Material Specifications” (COC – CMS) shall be applicable to all projects within the jurisdiction of the Village of Hanover, Ohio.

503.00 Design Standards and Plan Preparation

All developments within the Village of Hanover shall be subject to the following design standards:

- a) All requirements of the Licking County Subdivision Regulations, Article 4, “Subdivision Design Standards”, current edition, including all supplements thereto, shall govern.

All developments are also required to adhere to all applicable laws and regulations of state or federal agencies.

504.00 Curb & Sidewalk Requirements

It is the intent of the Village of Hanover to provide a safe, pedestrian friendly environment for the citizens of the Village.

505.01 Sidewalk

All developments shall provide (4') four foot wide concrete sidewalks, on both sides of the street, meeting all requirements of the Americans with Disabilities Act (ADA). This shall apply to public and private streets. All sidewalks shall be installed within twelve (12) months of the Final Plat recording. One exception to this is if a large (1 acre or greater) lot subdivision is proposed it is at the planning commission's discretion to waive all or part of this requirement.

505.02 Curb & Gutter

Developments may require curb & gutter construction on both sides of the street. Requirements shall be based upon zoning and lot density. This shall be determined during the Preliminary Plan process.

505.03 Variances

The applicant may request a variance to these standards, given special circumstances as described in the variance procedure.

ARTICLE VI

600.00 OPEN SPACE DEDICATION

601.00 Statement of Policy

All residential developments within the Village of Hanover, under the jurisdiction of these regulations shall provide open space dedication or fee-in-lieu, per the calculations provided herein. It is the policy of the Village of Hanover to provide open areas and parks for the use of the residents.

Open Space shall be defined as land that has been set aside for public use by deed or dedication to the Village of Hanover. It shall not include street right-of-way, easements, floodplain, or topographic / environmental issues which would limit its use by the public for recreational, educational, or civic uses.

The Village shall determine the suitability of the proposed land dedication.

602.00 Open Space Calculation

The amount of land to be dedicated by the applicant shall be calculated as follows:

Minimum Open Space = (0.015 Acre) x (number of dwelling units)

In planned developments of 50 units or more, the developer shall be responsible for a children's park/playground which shall be placed in a centralized Open Space location.

603.00 Fee-in-Lieu

The Village Council shall determine if the Fee-in-Lieu option is appropriate for this development. The applicant shall notify the Village of this intent with the Preliminary Plat or Preliminary Development Plan submittal.

Fee = (Required Open Space, per 602.00) x Fair Market Land Value

Fair Market Land Value shall be taken from the Licking County Auditor's Records, or current sale/purchase price, based on the required zoning of the land to be developed. (Pre-development zoning classification shall not apply)

ARTICLE VII

700.00 VARIANCES AND REVISIONS

701.00 General

Where the Commission finds that extraordinary hardships or practical difficulties may result from strict compliance with these Regulations and/or the purposes of these Regulations may be served to a greater extent by an alternative proposal, it may approve variances to these Regulations so that substantial justice may be done and the public interest served, provided that such variance shall not have the effect of nullifying the intent and purpose of these Regulations; and further provided the Commission shall not approve variances unless it shall make findings based upon the evidence presented to it in each specific case that:

701.01

The granting of the variance will not be detrimental to the public safety, health, or welfare or injurious to other property;

701.02

The conditions upon which the request for a variance is based are unique to the property for which the variance is sought and are not applicable generally to other property;

701.03

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 are carried out;

701.04

The variances will not in any manner vary the provisions of the Zoning Ordinance, comprehensive plans, or other applicable guidelines and regulations.

702.00 Conditions

In approving variances, the Commission may require such conditions as will, in its judgment, secure substantially the objectives of the standards or requirements of these Regulations.

703.00 Procedure for Variance Approval

703.01 Filing and Fees

The applicant shall file for the variance at the time of preliminary plat or preliminary development plan submittal. Applications are available from the offices of the Commission. A fee, established by the Village shall be paid by the applicant as a condition of acceptance of the

variance application;

703.02 Technical Review

The Commission shall provide the variance application and supporting documents to the commission members, Village Engineer, and any other technical reference it deems appropriate for review;

703.03 Recommendations

The Commission shall take the measure for discussion during scheduled meeting(s). The Commission shall vote to approve, approve with conditions, or deny the variance application within 60 days of the original submittal.

The Commission shall send its recommendation on the variance to Village Council, along with the Preliminary Plat or Preliminary Development Plan. Village Council has ultimate authority over variances.

ARTICLE VIII

800.00 VIOLATIONS AND PENALTY

801.00 Misrepresentation

No applicant shall represent that any improvement in the subject development has been constructed, inspected, or supervised according to the plans and specifications of these Regulations when such improvements have not been so constructed, inspected, or supervised.

802.00 Penalty

Any violation of these Regulations or Chapter 711 of the Ohio Revised Code is subject to the penalties as set forth in said Chapter 711.

803.00 Appeal

Any person who believes he or she has been aggrieved by these Regulations has all the rights of appeal as set forth in Chapter 711, ORC.

804.00 Notices

The appropriate agency may serve a written notice or order upon the person responsible whenever the agency is satisfied that any work is being done or any transactions are being made in violation of the provisions of these Regulations or in violation of a detailed statement or plan submitted and approved by the Commission. Such notice shall direct the discontinuance of any illegal action and the correction of the

condition that is in violation of the provisions and requirements of these Regulations.

In case such notice or order is not promptly complied with, the appropriate agency shall notify the other public offices, utility companies and other officials concerned therewith and shall request the same to withhold their approval and stop all services to the property where such violation is concerned and to refuse such services until these Regulations are complied with. The appropriate agency may also request the County Prosecutor to institute the appropriate action or proceeding at law or equity to restrain, correct, remove, or prosecute such violation.

ARTICLE IX

900.00 ENACTMENT

These Regulations shall become effective from and after the date of its approval and adoption by the Village of Hanover Council.

Henceforth, any other subdivision regulations previously adopted by the Village of Hanover shall be deemed repealed.

The undersigned, being all of the members of the Village of Hanover Council, do hereby approve and adopt the foregoing “Subdivision & Development Regulations of the Village of Hanover, Ohio”.

Duane Flowers Mayor, Village of Hanover

Darla Cozzens Village Council Member

Brian Dixon Village Council Member

Sue Spaulding Village Council Member

Tom Wills Village Council Member

Carl Hains Village Council Member

Kenny Campbell Village Council Member

Attesting:

Date Freida Engler Village Clerk