

July 18, 2007

PRELIMINARY PLAT REQUIREMENTS

21 copies of the plat along with a fully completed application form and a check for the review fee must be submitted.

The following requirements are required by Columbus City Code.

3123.18 Preliminary plats.

(A) In the subdivision of land into building lots and in the dedication of streets, alleys, and areas for the public use, the owner or his agent shall submit eleven (11) black or blue line white prints of the preliminary sketch plat to the director. The same procedure is to be followed for a final plat. Plats of five (5) lots or less may be exempted from the above provision. The required application form for submitting preliminary and final plats may be obtained from the department. The fees for platting shall be those adopted in conformance with C.C. 3123.21 and 3305.05.

(B) The preliminary plat shall be drawn to a scale of not less than one hundred (100) feet to the inch, and it shall indicate:

- (1) The present location of all public and private boundaries, streets, watercourses, topography and other features within the area to be subdivided, and similar facts regarding existing conditions of land immediately adjacent thereto;
- (2) The proposed location and width of streets, alleys, lots, crosswalks and easements;
- (3) Existing sanitary and storm sewers, water mains, culverts and other underground structures within the tract and adjacent thereto;
- (4) The general location and size of the nearest water main and sewer or outlet;
- (5) The title under which the proposed subdivision is to be recorded, appropriate evidence of ownership of the tract to be subdivided, and the names of the subdivider and the engineer or surveyor platting the tract;
- (6) The name of each owner of a large tract or the title of each subdivision abutting the boundary of the proposed subdivision;
- (7) Contours with intervals of two (2) feet, more or less, referred to sea level datum as determined by the U.S. Coast and Geodetic Survey;
- (8) North point, scale and date;
- (9) The zoning classification of the property to be subdivided;
- (10) Reports and/or statements regarding the location and type of sanitary sewers or other disposal facilities to be provided;
- (11) Any park, planted area, playground or common open space proposed by the developer;
- (12) The front setback lines; and
- (13) Base flood elevation data.

(C) Persons presenting subdivision layouts and the required improvements for such layouts under control of any federal agency shall submit such

plans and show proof of intention to carry out the completed subdivision and required improvements in accordance with the subdivision standards of the city.

(D) All preliminary plats shall be reviewed for flood plain development to determine whether they will be reasonably safe from flooding.

(E) If a subdivision is proposed for any part of the flood plain it shall be reviewed to assure that:

(1) Flood damage shall be minimized;

(2) All public utilities and facilities are located and constructed to minimize or eliminate flood damage; and

(3) Adequate drainage is provided to reduce exposure to flood hazards.

(Ord.1045-98 § 16.)

Below is a list of typical notes for preliminary plats. Include all notes that apply.

Agricultural Recoupment: Grantor, being the duly authorized representative of the developer dedicating the property described in this plat, hereby agrees that grantor will indemnify the City of Columbus for and hold it harmless from any agricultural recoupments assessed or levied in the future against the property dedicated herein which result from grantor's conversion of the property from agricultural use.

Floodplain Note: All of (name of plat) is within Zone (state zone), areas determined to be outside the (year) floodplain as delineated on FEMA Flood Insurance Rate Map, for Franklin County, Ohio and Incorporated Areas map number _____ with effective date of _____.

(If plats contain Zone AE the 100 Year Floodplain line must be added, and the Floodway must be called out or a directional arrow with the distance to the Floodway. Also, inform the applicant/engineer that a grade and fill must be filed with the City and approved before the Final Plat will be accepted.)

Wetland Note: No determination has been made by the Development Department, Building Services Division, City of Columbus, as to whether the area proposed to be platted contains area(s) that could be classified as Wetlands by the Army Corps of Engineers. It is the developer's responsibility to determine whether Wetlands exist on the site. The City of Columbus approval of the (preliminary/final) plat of (name of plat) does not imply any approval for the development of the site as it may pertain to Wetlands.

Vehicular Access Waiver: Vehicular Access (name of road): Within the limits shown and specified hereon, (name of applicant) hereby releases all right or rights of direct vehicular access or claims thereof to the present road improvements known as (name of road) as constructed, or to the ultimate road improvement to be constructed in the future and the execution of this plat shall act as a waiver to the City of Columbus, Ohio, in the elimination of any direct vehicular access to said road either for present or future construction.

No Vehicular Access Note: No vehicular access to be in effect until such time as the public street right-of-way is extended and dedicated by plat or deed.

Contour Note: All contours shown hereon are at ___ foot intervals.

Existing Building: All existing buildings will be removed prior to development.

Reserves Notes: include size, use, ownership and maintenance.

Site Stats – Acreage, # lots, density, zoning designation and file number.

Division of Electricity Note: Street Lighting will be provided in accordance with the Division of Power and Water (Power) regulations.

Sanitary Sewer:

- Add statement of Sanitary Sewer accessibility; include location, manhole number for pickup point, and size of line.
- Label plan reference and manhole numbers on plat view.

Preliminary Plat Notes for Fire on Private Street Restrictions

Fire Vehicle Access Plan

“Parking restrictions shall be installed per current City policy on signage for private streets and alleys/lanes. They shall include that parking be limited to one side of the street where street widths are less than 26 ft., no parking shall be permitted on either side of any street within 61 ft. of the midpoint of street intersections, and that there will be no parking on alleys/lanes. Fire hydrants shall be located on the side of the street where no parking is permitted.

“The owner, developer, and/or the Homeowners Association must establish and maintain an agreement(s) with a private towing company(s), which authorizes the private towing company(s) to remove/tow any vehicles parked in restricted areas. There may be one or more such agreements with one or more towing company(s) for any times/lengths, terms, etc. as the owner, developer, and/or Homeowners Association determines, so long as at least one such agreement shall always, at all times be in force for the purposes of enforcements/removal/towing as required above. Towing agreements shall be filed annually with the Columbus Division of Fire, Fire Prevention Bureau, Plans Review Office, upon execution of contract.”

“The owners, developer, and/or Homeowners Association shall designate the City of Columbus as an authorized agent for the sole and specific purposes of enforcement of parking restrictions and the issuance of citations and/or removal of vehicles parked in violation of posted parking restrictions on private streets and alley/lanes.”

“Intersection details concerning turning radii, parking restrictions, and intersection configurations shall conform with the Fire Vehicle Access Plan.

When there is a Street Divider Reserve area.

Call out as a Reserve. State acreage, and then add –

“ . . . to be owned and maintained by an association comprised of the owners of the fee simple titles to lots in the _____ subdivision their successors and assigns. Said reserve shall be subject to the installation and maintenance of traffic control devices by the City of Columbus and shall be dedicated, in whole or in part, at such time as requested by the City of Columbus.” (Not put on dividers in private streets.)

Airport Noise Warning:

“Noise Warning - This property, either partially or wholly, lies within the noise exposure map area of an airport located in the City of Columbus and is subject to noise that may be objectionable.” (Ord. 1137-94.)

When Preliminary Plats contain Waters of the United States – Stream Preservation Easements

The natural drainage-way designated as STREAM PRESERVATION EASEMENT was classified as Waters of the United States by the U.S. Army Corps of Engineers, Huntington District. Such natural drainage-ways are regulated as Waters of the United States under the Clean Water Act. Sections 401 and 404 of the Clean Water Act require that no impact including filling, relocation, bank shaping, or additional culverting of the Waters of the United States can occur without prior authorization from the U.S. Army Corps of Engineers and Ohio Environmental Protection Agency.

(If there is a stream on a plat and Storm Water hasn't asked for the above note, check with them to see if it should be on the plat.)

Blockwatch Plan approval letter – 50 residential units or more from Public Safety, 645-4002.