

April 4, 2025

Mr. Gregory Tilsley
Tilsley & Associates
1140 St. Gregory Street
Cincinnati, Ohio 45202

Re: 310 Oregon Street | 3-Unit Condo Building (D) – **(25CIN-CSR-000016)** Final
Recommendations

Dear Mr. Tilsley,

This letter is to inform you that our CSR Advisory-TEAM and CSPRO Committee has reviewed your proposed 3-Unit Condo Building with lower level parking below units. The information provided is the recommendations of the City of Cincinnati and must be followed as you move forward with your project. As a reminder, we will have a **Microsoft Teams conference call meeting** with you on **April 8, 2024 @ 10 am** to discuss this information. Please see the feedback listed below. Thank you for developing within the City of Cincinnati.

City Planning & Engagement – Planning Division

Immediate Requirements to move the project forward:

1. This property has legacy “Planned Unit Development” (PUD) zoning rights that were determined by the City before the zoning code was updated in 2004.
2. **A Final Development Plan is required. Please apply for the Final Development Plan review; the application must include all materials outlined in Section 1429-13 of the Cincinnati Zoning Code.**
3. It is anticipated that the Hillside Review will occur at the same time as the City Planning Commission’s review of the Final Development Plan.

Requirements to obtain permits:

- None

Recommendations:

1. It is strongly advised that the applicant engages with the Mt. Adams Community Council and adjacent property owners regarding the proposed project. Contact information for community councils can be found here: <https://bit.ly/CommunityCouncilContacts>.

Contact:

- **Andrew Halt** | City Planning | 513-352-4853 | andrew.halt@cincinnati-oh.gov

City Planning & Engagement – Zoning Division

Immediate Requirements to move the project forward:

1. The lot is in the hillside overlay and the following relief will be needed based on the plan submitted. Excavation and fill relief as per Section 1433-19 part G of the zoning code for a cumulative excavation of approximately 18' from the existing grade of 644 ASL at the rear where the retaining wall is located down to the 626 ASL at the driveway and garage level which is hillside relief of 10' from the 8' limit. The top of the retaining wall is noted as 644 ASL by applicant section drawing. Note: The height, setbacks and other zoning related parameters are being reviewed by the Planning Commission due to the legacy PUD zoning rights that were determined by the City. Note: All exterior light sources on private property, including canopy, perimeter, and flood, must be energy-efficient, stationary, and shielded or recessed within the roof canopy to ensure that all light is directed away from adjacent properties and public rights-of-way. The maximum height may not exceed 20 feet above grade.

Requirements to obtain permits:

- None

Recommendations:

- None

Contact:

- **Wes Munzel** | ZPE | 513-352-2442 | weston.munzel@cincinnati-oh.gov

Metropolitan Sewer District (MSD)

Immediate Requirements to move the project forward:

1. An approved Request for Availability of Sewer Service is required. Apply online at MSDGC.org/development.

Requirements to obtain permits:

1. Detention requirement will be determined with Availability review.

Recommendations

1. Refer to Site Utility Plan Checklist at MSDGC.org/development for site plan requirements.

Contact:

- **Rob Kern** | MSD | 513-244-5588 | rob.kern@cincinnati-oh.gov

Stormwater Management Utility (SMU)

Immediate Requirements to move the project forward:

1. If detention is required by MSD, provide SMU with a copy of the following items:
Approved detention calculations, drainage map, detailed drawing of detention control structure with elevations.
2. Storm Requirements: Submit following documents – Calculations for storm water conveyance system, major storm calculations / flood routing.

Requirements to obtain permits:

1. Utility Plan:

Label all pipes materials.

- In the public R/W, pipes to be DIP or RCP.
- Show Top & Invert elevations for all Appurtenances.
- Show slopes for all pipes.
- Show how downspouts tie to the underground sewer system.

2. Grading Plan:

- Grading must show existing and proposed contours. Impervious surfaces are NOT permitted to drain towards adjacent properties.
- Contours changes are NOT allowed to push more runoff towards adjacent properties (as compared to pre-development conditions).
- Runoff from all pavements must be captured and conveyed to the stormwater system. Only 800 sf of pavement may sheet flow to the public R/W.

2. Erosion & Sediment Control Plan is required. Refer to link: <https://cincinnati-oh.gov/stormwater/construction-and-design/standards/sediment-and-erosion-control/>

3. SMU Standards Plans Notes is required. Refer to link: <https://www.cincinnati-oh.gov/stormwater/construction-and-design/standards/smu-standard-plan-notes-april-2022/>

4. As-Built Survey Requirements: SMU will require an As-Built survey at the end of construction. The survey should include the following information:

- State Plane Coordinates (N,E) for all MH's and Catch Basins.
- Inverts and Top elevations for all MHs and Catch Basins.
- Slopes, sizes, and materials for all storm lines.

Contact:

- **Kevin Gold** | SMU | 513-222-3643 | kevin.gold@cincinnati-oh.gov

Water Works

Immediate Requirements to move the project forward:

- None

Requirements to obtain permits:

1. The proposed water service branch needs to be shown on the site utility plan.
2. GCWW requires an outside meter setting followed by a backflow preventer in a heated structure. in the event the position of the building prevents an outside meter setting, any deviation will require GCWW's permission.
3. If permission is granted for an inside meter setting, the site utility plan must show where the proposed water service branch will enter the building. It must be located at the point of entry into a water room large enough to accommodate the meter setting and backflow device. This room must be located along the outside wall closest to the street and should be shown on the floor plan drawing as the water meter room.

Recommendations:

1. To request GCWW infrastructure information contact GCWW Records department at Records.Request@gcww.cincinnati-oh.gov.

2. The Owner(s)/Developer(s) will need to hire a Greater Cincinnati Water Works certified licensed and bonded fire protection company and plumber to perform the private water service branch design work and installation.
3. The Owner(s)/Developer(s) must have a licensed fire protection company and plumber that is bonded and certified with GCWW and fill out the Online Branch application <https://www.cincinnati-oh.gov/water/engineering-construction/forms-specifications/> for water service.

Contact:

- **Rick Roell** | WaterWorks | 513-591-7858 | richard.roell@gcwww.cincinnati-oh.gov

Fire Department

Immediate Requirements to move the project forward:

- None

Requirements to obtain Permits:

- None

Recommendations:

- None

Contact:

- **Elton Britton** | Fire Dept. | 513-357-7596 | elton.britton@cincinnati-oh.gov

Office of Environment and Sustainability (OES)

Immediate Requirements to move forward with project:

- None

Requirements to obtain permits:

1. If site plans require excavation or fill of quantities above 500 cy, an environmental review will be required by OES. When completing the excavation and fill permit, identify the disposal and borrow site locations for all material. "TBD" will not be accepted. Specify if fill material will be soil or engineered fill, such as sand or gravel.

Recommendations:

1. The following recommendations are based on adopted City of Cincinnati environmental and sustainability policies in support of the Green Cincinnati Plan:
 - a) The development goal should be to earn at a minimum the LEED Certified rating level.
 - b) Rooftop solar should be considered in the design as a renewable energy source.
 - c) Site parking should include electric vehicle charging stations.
 - d) Site areas designated for trash dumpsters should also have at least equal space designated for recycling dumpsters.
 - e) The use of trees in the landscape design should be included to enhance urban forestry.
 - f) Landscape design should consider the use of native species.

Contact:

- **Amanda Testerman** | OES | 513-352-5310 | amanda.testerman@cincinnati-oh.gov

Parks Department (Urban Forestry)

Immediate Requirements to move the project forward:

- None

Requirements to obtain permits:

1. If any new public trees are to be planted as part of this project, a public tree work permit must be issued to the developer by Urban Forestry before the work can proceed as is covered under CMC 743-19. The developer shall also reimburse the city for the valuation of any public trees that are removed due to this project. Permit can be obtained by contacting the Urban Forester for the South District, Doug Fritsch, at doug.fritsch@cincinnati-OH.gov.

Recommendations:

1. The Cincinnati Park Board and the Urban Forestry Program encourage the developers to integrate street trees and landscape plans which include tree plantings to create more sustainable and attractive urban spaces. The inclusion of new street trees would help to advance the City's Climate Safe Neighborhoods initiative and elements of the Green Cincinnati Plan. Trees improve air quality, reduce the urban heat island, and enhance the aesthetics and livability of streets, while also boosting property values and supporting economic activity.

Contact:

- **Garrett Dienno** | Urban Forestry | 513-484-4573 | garrett.dienno@cincinnati-oh.gov

Department of Transportation & Engineering (DOTE)

Immediate Requirements to move the project forward:

- None

Requirements to obtain permits:

1. New curb height needs to have 6" reveal and the cross slope of the sidewalk is to be 2%.
2. No encroachments are permitted in the right of way (i.e., foundations, walls, steps, planters, etc.)
3. Any damaged curb and walk during construction will need to be restored.
4. Remove unused driveway aprons and replace them to meet City standards.
5. Provide DOTE City standard concrete driveway apron and meet driveway requirements for design and clearance.
6. All work in the public right-of-way will require a separate DOTE permit.

Recommendations:

- None

Contact:

- **Morgan Kolks** | DOTE | 513-335-7322 | morgan.kolks@cincinnati-oh.gov

Department of Transportation & Engineering (DOTE-Addressing)

Immediate Requirements to move the project forward:

- None

Requirements to obtain permits:

1. Based on the plans provided, the assigned address for the proposed condominiums are:
 - a. 310 Oregon St, Unit A
 - b. 310 Oregon St, Unit B
 - c. 310 Oregon St, Unit C
2. Per the Cincinnati Municipal Code and Ohio Fire Code, once constructed, the address number is required to be posted and visible from the street.

Recommendations:

- None

Contact:

- **Jessica Truman** | DOTE | 513-368-1613 | jessica.truman@cincinnati-oh.gov

Buildings & Inspections – Buildings

Immediate Requirements to move the project forward:

- None

Requirements to obtain permits:

1. At building permit time, provide a detailed code analysis.
2. A geotechnical report will be required at time of building permit submission.
3. Separate permits will be required for retaining walls.
4. This building will require a fire sprinkler system.

Recommendations:

- None

Contact:

- **Art Dahlberg** | B&I Plans Exam | 513-352-2424 | art.dahlberg@cincinnati-oh.gov

Law Department

Immediate Requirements to move the project forward:

- None

Requirements to obtain permits:

- None

Recommendations:

1. If this development were to create an encroachment in City right of way or property, a permanent change in the use of City right of way or City property or would require additional right of way to be dedicated, a Coordinated Report will be required. Application for Coordinated Report can be requested at real.estate@cincinnati-oh.gov.

Contact:

- **Renee Luttrell** | Law | 513-352-3338 | renee.luttrell@cincinnati-oh.gov

Department of Community & Economic Development (DCED)

Immediate Requirements to move the project forward:

- None

Requirements to obtain permits:

- None

Recommendations:

- None

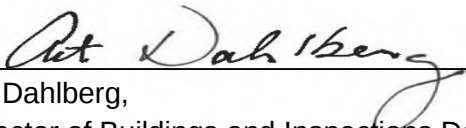
Contact:

- **Roy Hackworth** | DCED | 513-352-6119 | roy.hackworth@cincinnati-oh.gov

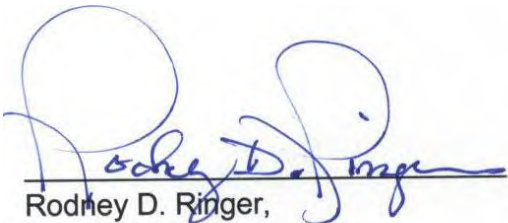
FINAL ACTION: The CSR Advisory-TEAM and CSPRO Committee believes that the proposed project plans are moving in the appropriate direction and recommends that the project move forward to the City Planning Commission subject to the following condition.

- **The subject development must follow the requirements listed above to ensure that the development meets the requirements of all agencies as they apply for all permits.**

Sincerely,



Art Dahlberg,
Director of Buildings and Inspections Department
& CSPRO Committee Chair



Rodney D. Ringer,
Development Manager

AD:RDR:hs