

**VILLAGE OF INDIAN HILL
Site Clearance Release
Demolition**

Date: _____

Owners: _____

Phone: _____

Job Address: _____

Subdivision: _____

Contractor: _____

Phone: _____

Job Description: _____

The following MUST be submitted with this application:

1. Two (2) copies of site plans showing structures to be demolished
2. Requirements for the plot plans:
 - Age of structures to be demolished _____
 - Location of structure to be demolished _____
 - Utilities are located and disconnected _____
 - Location of existing septic system or sewage disposal system _____
 - All underground tanks have been located and shown on site plan _____
3. Site shall be secured by barriers or fence once structure has been removed _____
4. Sediment & Erosion Control: Prior to excavation, sediment & erosion control measures shall be in place & shown on site plan. Installation of silt fence, straw bales, or fabric barriers are acceptable. _____

* Prior to submitting the application the applicant should check the property deed restrictions prohibiting demolition and for structures having historical significance.

* A fifty dollar (\$50.00) review fee will be charged by the Village of Indian Hill on all site clearance releases for demolition.

Application made by: _____

The Village of Indian Hill

Construction Site Protocol Regulations

1. The applicant, owner, contractor, etc. must obtain a Notice of Intent (NOI) for one acre or more of disturbed area. NOI applications are available from the Storm Water Program website at epa.ohio.gov.
2. **Resource Protection Areas (RPA)** must be fenced off with orange construction fence before any area is disturbed. RPA fencing must be maintained until construction is complete.
3. Site clearance plans must include erosion control locations and what type of systems are to be installed. Control systems must be installed prior to disturbance, or within 48 hours if clearing is necessary to install erosion control. The Village of Indian Hill has the right to require extra erosion control systems as needed. Erosion control systems that are damaged during construction shall be repaired/replaced within 48 hours.
4. All work shall follow The Village of Indian Hill Code of Ordinances for Chapter 153 Soil and Sediment Control and Chapter 154 Storm Drainage and the Storm Water Drainage Manual, where applicable. The regulations can be obtained at www.indianhill.gov.
5. Any work performed in the right-of-way will need approval from the Village. This includes but is not limited to driveways, culverts, curb cuts, grading, ditching, installation/replacement of driveway pipes, storm sewer structures, modifications to storm sewers, retaining walls, utility installation/repair/service, etc. Entryway fences, walls and columns require a permit and are not permitted in the right-of-way.
6. All contractors, permittees, and property owners are responsible for cleaning mud, dirt, gravel, or any other debris from the roadway by the end of each work day (broom clean). Excessive mud, dirt, gravel, or any other debris shall be cleaned up immediately.
7. During construction, the contractor, permittee, and property owner is responsible for all damage to the roadway and or right-of-way caused by all contractors. Damaged areas must be repaired during construction (emergency repairs) or after construction is completed, as directed by the Village.
8. Storm pipes including but not limited to down spouts, catch basins, sump pumps, yard drains, French drains, etc. shall discharge/daylight at least ten (10) feet away from the right-of-way and property lines and discharge to a natural drainage area. All storm features shall be shown on the site plan and require a site clearance release permit. Changes during construction shall be approved by the Village.
9. Indian Hill is to be notified prior to final grading if any deviation from the approved grading plan is made.
10. Signs identifying architects, builders and contractors of structures may be placed only to notify building material suppliers of the delivery location (must also have "Construction Entrance" and the "street address" on the sign) with the prior approval of the City Manager. Signs are limited to ten (10) square feet or less, and the location must be at the driveway outside the public right-of-way.
11. The Village of Indian Hill Inspection Division will perform inspections on all construction sites. Feel free to contact Mr. Robinson in the Inspection Division at rrobinson@indianhill.gov office 513-979-6220 or cell 513-623-2817 if you have any questions.
12. Post work hours on job site. M-F 7:30 AM - 7:30 PM, Sat 8:00 AM - 4:30 PM, No work on Sundays or the following Federal Holidays: New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving, and Christmas.

13. Music - Please respect your neighbors. Music volume shall be kept to a minimum.
14. The burning of construction material is NOT permitted. A wood fire for heat only is permitted during winter months as long as the fire is in a container.
15. Where existing driveways will not support construction activities, temporary construction drives shall be installed at the beginning of construction and provide enough area for contractor parking, material delivery, and storage. Parking areas and temporary drives shall be gravel or similar material and designed to prevent the spread of dirt and mud onto Village roads. Temporary driveways shall be shown on the site plan for approval.
16. All modifications made to the site, location of structure, etc. shall be approved by the Village prior to making the modifications. Such modifications include, but are not limited to: Driveways, Parking, Location of Structures, Grading, Drainage, etc.
17. All disturbed areas shall have seed/straw or mulch installed ASAP to minimize erosion.
18. Please contact Indian Hill Water Works at 513-561-6679 for all questions related to water mains, taps, hydrants, service lines, meters, valve boxes, etc. prior to any work.
19. **The Village of Indian Hill reserves the right to issue a "stop work order" and/or require the posting of a bond for any failure to comply with the Village Code of Ordinances. Failure to comply may result in a citation to Mayor's Court which includes, but is not limited to, being fined for violations/citations.**

I _____ (print name) acknowledge that I have read and received the above Construction Site Protocol Regulations and accept the responsibilities as outlined, and understand that this is not a complete list of the provisions of the Village Code of Ordinances.

Signature: _____ Date: _____

Cell Phone: _____

Email: _____

Emergency Contact Name(s): _____

Cell Phone: _____

Village Use Only:

Permit No. _____

Address: _____