

May 8, 2025

David Lorei
Abercrombie & Associates, Inc.
8111 Cheviot Road
Cincinnati, OH 45242

Re: 3900 EASTERN AV, CINCINNATI, OH 45226 | 3900 Eastern Avenue Condominiums **25CIN-CSRV-000036** |
Development Design Review | Final Recommendations

Dear David Lorei,

This letter is to inform you that our CSR Advisory-TEAM and CSPRO Committee has reviewed your proposed project at **3900 EASTERN AV, CINCINNATI, OH 45226** in the Community of Columbia Tusculum. It is my understanding that you are proposing Demolition of existing building and infrastructure. Proposed construction of 3-unit, 3-story condominiums and related infrastructure. 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 **Teams conference call meeting** with you on **May 13, 2025 @ 1:30 PM** 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 forward with project:

1. Please clarify if this project intends to be one building with condominiums, or three townhomes on three separate lots, as there is conflicting information in the ezTrak application and site plan.
2. If this project is one building with condos: Please consolidate the parcels and submit the plat consolidations to Hamilton County and not the City of Cincinnati. For more information, see this Parcel/Lot Consolidation FAQ:
<https://www.cincinnati-oh.gov/buildings/building-permit-forms-applications/application-forms/all-forms-handouts-checklists-alphabetical-list/lot-consolidation-handout/>
3. If this project is three townhomes: This project would classify as a minor subdivision, and you can apply for subdivision application on our website here:
<https://www.cincinnati-oh.gov/planning/subdivisions-and-lot-splits/>

Requirements to obtain Permits:

None

Recommendations:

1. It is strongly advised that the applicant engages with the Columbia Tusculum Community Councils 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)-352-4854 | andrew.halt@cincinnati-oh.gov

City Planning & Engagement (Zoning Division)

Immediate Requirements to move forward with project:

1. Please confirm that the 3 separate parcels are proposed to be consolidated. Or a cross-access easement will be required for the rear vehicular maneuvering area.
2. The subject parcel is zoned CN-P-B. The parcel to the north is zoned RMX-MH. A Type A buffer yard is required and shall include a 6ft tall privacy fence and a 10ft wide landscape buffer. Please update the plans to show a compliant landscape buffer, or a special exception would be required.
3. The maximum aggregated driveway width is 20ft, per Section 1425-35. Please update the plans to show the width of the driveway where it abuts the property line along Stites Ave.

Requirements to obtain Permits:

1. The submitted elevations comply with the design standards of Section 1409-04.

Recommendations:

None

Contact:

Matthew Lascheid | Zoning Plan Examiner | (513)-352-3964 | matthew.lascheid@cincinnati-oh.gov

Metropolitan Sewer District (MSD)

Immediate Requirements to move forward with project:

1. An approved Request for Availability of Sewer Service will be required. Apply online at [MSDGC.org/development](https://msdgc.org/development).

Requirements to obtain Permits:

1. The site utility plan must include all items listed on the Site Plan Checklist found at [MSDGC.org/development](https://msdgc.org/development)

Recommendations:

1. A credit against the sewer tap fee is available based on the current domestic water meter. Document the meter and its final disposition with GCWW.

Contact:

Rob Kern | MSD - Tap Permits | (513)-244-5588 | rob.kern@cincinnati-oh.gov

Stormwater Management Utility (SMU)

Immediate Requirements to move forward with project:

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.
 - o Submit following documents – Calculations for storm water conveyance system, major storm calculations / flood routing.
2. Storm Requirements:
 - o Submit following documents – Calculations for storm water conveyance system, major storm calculations / flood routing.

Requirements to obtain Permits:

1. Utility Plan:
 - o Label all pipes materials.
 - o In the public R/W, pipes to be DIP or RCP.
 - o Show Top & Invert elevations for all Appurtenances.
 - o Show slopes for all pipes.
 - o Show how downspouts tie to the underground sewer system.
2. Grading Plan:
 - o Grading must show existing and proposed contours.
 - o Impervious surfaces are NOT permitted to drain towards adjacent properties.
 - o Contours changes are NOT allowed to push more runoff towards adjacent properties (as compared to pre-development conditions).
 - o 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.
3. Erosion & Sediment Control Plan is required. Refer to link:
<https://cincinnati-oh.gov/stormwater/construction-and-design/standards/sediment-and-erosion-control/>
4. 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>
5. As-Built Survey Requirements: SMU will require an As-Built survey at the end of construction. The survey should include the following information:
 - o State Plane Coordinates (N,E) for all MH's and Catch Basins.
 - o Inverts and Top elevations for all MHs and Catch Basins.

- Slopes, sizes, and materials for all storm lines.

Recommendations:

none

Contact:

Kevin Gold | Stormwater Management Utility | (513)-222-3643 | kevin.gold@cincinnati-oh.gov

Water Works

Immediate Requirements to move forward with project:

None.

Requirements to obtain Permits:

1. A stamped and recorded plat is required before any building permits are approved, or water service branches/meters are sold.
2. Each parcel will need to have its own water service branch. Water service branch(es) are not to cross parcel lines.
3. The subject development has active water service lines at the following property:

Address	Branch #	Size	Meter #	Size	Note
3900 Eastern Av.	H-34197	3/4"	114339	5/8"	*Lead on private side

*Please note that there are known health risks with lead service lines. Greater Cincinnati Water Works records indicate the existing private side of this water service line (H-34197) at this site is a Lead Service line. In accordance with CMC Chapter 401 Division M, the water service line should be replaced with a copper service line if it is to be remain.

Recommendations:

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

Contact:

Richard Roell | GCWW - Building Permits | (513)-591-7858 | richard.roell@gcww.cincinnati-oh.gov

Fire Department

Immediate Requirements to move forward with project:

1. The minimum fire flow requirement for this project is 1,000 GPM @ 20 pressure/per/square inch (psi) (138Kpa).

Requirements to obtain Permits:

None

Recommendations:

None

Contact:

Gregory M Phelia Jr | Fire Prevention | (513)-357-7598 | gregory.pheliajr@cincinnati-oh.gov

Parks Department (Urban Forestry)

Immediate Requirements to move forward with project:

none

Requirements to obtain Permits:

1. Tree protection standards must be incorporated into the project specifications with tree protection zones established around any existing public trees adjacent to the construction limits of the project that could be impacted. These standards can be found under the SUPPLEMENT TO STATE OF OHIO DEPARTMENT OF TRANSPORTATION CONSTRUCTION AND MATERIAL SPECIFICATIONS, SEC. 105.072
2. If existing public trees need to be removed during the course of this project, or if excavation is to occur within 15' of a public tree, or if any new public trees are to be planted, 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 and/or damaged due to this project.
3. Permit can be obtained by contacting the Urban Forester for the East District, Marianne Prue, at marianne.prue@cincinnati-OH.gov

Recommendations:

1. The Cincinnati Park Board and the Urban Forestry Program encourage the developers to incorporate new street trees into their landscape plans if possible, especially when sidewalk work is already part of the project. Adding trees into a project helps to create more sustainable and attractive urban spaces. The inclusion of new street trees also advances the City's Climate Safe Neighborhoods initiative and elements of the Green Cincinnati Plan.
2. When the addition of new street trees is not possible the Urban Forestry Program would encourage developers to include tree plantings as part of any landscaping plans.

Contact:

Garrett Dienno | Parks - Urban Forestry | (513)-861-9070 | garrett.dienno@cincinnati-oh.gov

Office of Environmental 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.
2. If offsite sourced fill is to be placed onsite which exceeds 500 cy, then it must receive OES environmental approval as per City Municipal Code Chapters 1101 and 1031. A current Phase I ESA performed to the ASTM Standard E1527-21 of the proposed offsite borrow source property must be submitted for review. Stockpiled soils that will be used as fill material from an offsite borrow source require environmental sampling and analysis and the results be submitted for review. Please contact OES for a recommended sampling plan.
3. Commercial waste, including construction and demolition debris, generated during this development project must utilize a City franchised commercial waste collection service per Cincinnati Municipal Code Chapter 730. Additional information can be found at:
<https://www.cincinnati-oh.gov/oes/commercial-waste-hauler-program/>.

Recommendations:

1. The following recommendation is based on State of Ohio requirements:
 - a) Due to the age of the existing site building, asbestos, lead based paint, and other hazardous building materials should be surveyed and, if needed, abatement should be conducted following all applicable state regulations prior to its demolition.
2. 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 be wired for electric vehicle charging.
- d) Site areas designated for trash carts should also have at least equal space designated for recycling carts.
- e) The use of trees in the landscape design should be included to enhance urban forestry.
- f) The use of pervious surfaces should be maximized to the extent practical in the design.

Contact:

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

Department of Transportation & Engineering (DOTE) (Addressing)

Immediate Requirements to move forward with project:

None

Requirements to obtain Permits:

1. Based on the plan provided the assigned addresses will be:
 - a. 3900 EASTERN AVENUE (Condo A)
 - b. 3904 EASTERN AVENUE (Condo B)
 - c. 3908 EASTERN AVENUE (Condo C)
2. Per Cincinnati Municipal Code (Sec. 723-65) and Ohio Fire Code (Rule 1301:7-7-05, (E) Sec. 505), the assigned address numbers must be posted and visible from the street the address is on.

Recommendations:

None

Contact:

Jessica Truman | DOTE - Addressing | (513)-368-1613 | jessica.truman@cincinnati-oh.gov

Department of Transportation & Engineering (DOTE) (Development Review)

Immediate Requirements to move forward with project:

None

Requirements to obtain Permits:

1. Provide fully dimensioned right-of-way plans. Show the right of way/property lines.
2. Eastern and Stites need to have a minimum of 10' of right of way from the face of the curb. Provide a DOTE standard 6" high concrete curb and a 2% cross slope from back of curb to back of walk.
 - a. All finished floor and door openings need to be set accordingly.
3. The proposed driveway is to meet City standards. Be sure that proper clearances are met.
4. Driveway width should be reduced to 12' maximum.
5. Provide more grading information/detail at the driveway. Work with DOTE on an approved plan.
6. Match the existing streetscape. Talk to the Community Council about the paver bricks at the corners. They will probably want them to remain.
7. No encroachments are permitted in the public right of way. All walls, foundations, steps, etc. are to be on private property.
8. Remove any unused driveway aprons and restore them to City standards.
9. A separate DOTE permit is required for all work in the public right-of-way.
 - a) Approval of the building permit is not approval for proposed work in the right of way.

Recommendations:

None

Contact:

Morgan Kolks | DOTE - Development | (513)-335-7322 | morgan.kolks@cincinnati-oh.gov

Buildings & Inspections (Building Plans Examiners)

Immediate Requirements to move forward with project:

None

Requirements to obtain Permits:

1. A geo-technical report is required to be submitted at time of permit review.
2. Special Inspections will be required for geo-technical and foundation work.
3. Provide grading plans for pre and post conditions.

Recommendations:

None

Contact:

Art Dahlberg | Buildings & Inspections | (513)-352-2424 | art.dahlberg@cincinnati-oh.gov

Law Department

Immediate Requirements to move forward with project:

None

Requirements to obtain Permits:

None

Recommendations:

1. No requirement at this time. 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 - Real Estate | (513)-352-3338 | renee.luttrell@cincinnati-oh.gov

Department of Community & Economic Development (DCED)

Immediate Requirements to move forward with project:

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 recommend 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, Department of Buildings, and
Inspections, Chief Building Official & CSPRO
Committee Chair



Rodney D. Ringer
Development Services Division Manager