

- b. Within 30 days after the hearing is closed, the Planning Commission shall file a report approving the Certificate of Appropriateness, approving the Certificate of Appropriateness with conditions, or denying the application and shall provide a copy of that report to the applicant.
 - c. If the application is not heard by the Planning Commission within 45 days or no report is filed within 30 days after the hearing, the Certificate of Appropriateness shall be considered approved by the Planning Commission.
 - d. An application shall be deemed filed only when it contains the plans, specifications, and other materials prescribed by the Village.
 - e. A denial of a Certificate of Appropriateness application may be appealed to Village Council according to the provisions of 18.6
3. Standards and Guidelines for Reviewing Applications.
- a. Standards. In considering an application for a Certificate of Appropriateness, the Planning Commission shall be guided by the following Standards, which are based on the Secretary of the Interior's Standards for Rehabilitation. These standards pertain to buildings of all occupancy and construction types, sizes and materials. They apply to permanent or temporary construction on the exterior as well as new, attached or adjacent construction. However, not all of the Standards will apply to each proposed project.
 - 1. Every reasonable effort shall be made to provide a compatible use for a property which requires minimal alteration of the building, structure, or site and its environment or to use a property for its originally intended purpose.
 - 2. The distinguishing original qualities or character of a property shall be retained and preserved. The removal or alteration of any historic material or distinctive architectural feature shall be avoided when possible.
 - 3. All properties shall be recognized as products of their own time. Changes that have no historical basis and seek to create an earlier appearance, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
 - 4. Changes that may have taken place over time are evidence of the history and development of a property. These changes may have acquired significance in their own right and such significance shall be recognized and respected.
 - 5. Distinctive stylistic features or examples of skilled craftsmanship that characterize a property shall be treated with sensitivity.
 - 6. Deteriorated architectural features shall be repaired rather than

replaced wherever possible. If replacement is necessary, then the new feature should match the feature being replaced in composition, design, color, texture, and other visual qualities and, where possible, materials. Repair or replacement of missing architectural features should be based on accurate duplications of features substantiated by historic, physical, or pictorial evidence rather than conjectural designs or the availability of different architectural elements from other buildings or structures.

7. The surface cleaning of structures, if appropriate, shall be undertaken with the gentlest means possible. Sandblasting and other abrasive or high-pressure cleaning methods that will damage historic building materials shall not be used.
8. Every reasonable effort shall be made to protect and preserve archaeological resources affected by or adjacent to any project.
9. Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historic, architectural or cultural material and when such design is compatible with the size, scale, color, material and character of the property and its environment.
10. Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the historic property would be unimpaired.

b. **Recommended Techniques, Treatments and Methods.** Specific information on recommended techniques, treatments and methods may be found in *Illustrated Guidelines for the Treatment of Historic Properties*, *Preservation Briefs* and other technical publications published by the Technical Preservation Services Division of the National Park Service. These are available through the NPS website, www.cr.nps.gov/hps/tps or the Ohio Historic Preservation Office.

c. **Supplemental Guidelines.** The Planning Commission may supplement the Standards by issuing supplemental guidelines. These guidelines are meant to assure that any alteration of historic properties preserves and protects the historic character of those resources. These guidelines shall be submitted to the Village Council for review and approval prior to their becoming effective. Once approved, these guidelines shall be made available by the Village to interested parties in order to provide them guidance in designing work and submitting requests. Planning Commission shall review and update the supplemental guidelines during the first Planning Commission meeting of each year and then immediately submit same to the Village Council for approval.

C. Demolition.

1. The Planning Commission shall consider the following criteria in evaluating

applications for demolition of a historic property.

- a. Economic hardship. The owner can demonstrate to the satisfaction of the Planning Commission that preservation of the historic property will cause substantial economic hardship for the applicant, as defined in Sec. 18.6.
 - b. Non-significant elements. The demolition request is for an inappropriate addition or a non-significant portion of a historic property and the demolition will not adversely affect those parts of the historic property that are significant as determined by the Planning Commission.
 - c. Non-contributing buildings. Non-contributing buildings may be demolished if the demolition will not adversely affect the character of the district. Any new construction on the cleared site will be subject to the applicable guidelines per Section 18.5 (3).
2. The Planning Commission's determination on a proposed demolition of a historic property shall be based upon a balance of the foregoing criteria with the burden upon the applicant to establish that he or she is entitled to a Certificate of Appropriateness. In making any such determination, the Commission shall be guided by the principle that the demolition of a historic property constitutes an irreplaceable loss. The reasoning of the Planning Commission in reaching any such decision and the results of its balancing of the foregoing criteria shall be clearly stated either in the minutes of the proceeding or in a separate written report.
 3. If an application for a Certificate of Appropriateness seeks approval of demolition of a historic property, the Planning Commission may delay determination of the application for a period of up to 180 days upon a finding that the historic property is of such importance that alternatives to demolition may be feasible and should be actively pursued by both the applicant and the Planning Commission.
 - a. In the event that action on an application is delayed as provided herein, the Planning Commission, or its designated committee, may take such steps as it deems necessary to preserve the structure in accordance with the purposes of this ordinance. Such steps may include but are not limited to, consultation with civic groups, public agencies and interested citizens, marketing plans, recommendation for acquisition of the property by public or private bodies or agencies and exploration of the possibility of moving the historic building or other significant features of the historic property.
 - b. Upon the imposition of a waiting period, the Planning Commission, or its designated committee, shall undertake meaningful and continuing discussions during the waiting period in order to find a means of

preserving the historic property. The commission and the applicant shall investigate the feasibility of all means of preserving the historic property. During this period the commission and the applicant shall make every reasonable effort to find a feasible alternative to demolition for the historic property. If the Planning Commission finds that a feasible alternative to demolition exists, then the certificate of appropriateness for demolition shall be denied. The Planning Commission shall give written notice to the applicant when the Planning Commission believes that the structure may be saved if the applicant agrees to a longer waiting period.

18.6 Economic Hardship

- A. If preservation of a historic property may result in substantial economic hardship, the applicant may submit evidence for consideration by the Planning Commission. Substantial economic hardship does not include an applicant's inability to maximize the return on his or her investment. Deterioration of a historic property due to neglect by its owner does not create the basis for a finding of substantial economic hardship.
- B. The Planning Commission shall consider the following criteria to determine the existence of substantial economic hardship:
 - 1. Denial of a certificate will result in a substantial reduction in the economic value of the property.
 - 2. Denial of a certificate will result in a substantial economic burden on the applicant because the applicant cannot reasonably maintain the property in its current form.
 - 3. No reasonable alternative exists consistent with the architectural standards and guidelines for the property.
 - 4. The owner has been unable to sell the property using best efforts.
- C. Documentation of Economic Hardship. To prove economic hardship the applicant shall submit sufficient information to enable the Planning Commission to make an accurate assessment of economic conditions affecting the application. In considering cases of economic hardship the Planning Commission may solicit expert testimony or request that the applicant submit any items it needs, including but not limited to the items below. The level of documentation may vary as appropriate to each case; however, the Planning Commission's assessment shall be based solely on the property's economic fundamentals and not the financial capacity of the owner.
 - 1. Alternative uses and the economic return they will earn in relation to the following:

- a. Estimate of the cost of the proposed redevelopment, alteration, demolition or removal and an estimate of any additional cost that would be incurred to comply with the recommendations of the Planning Commission for changes necessary for the continued use of the property and the issuance of a Certificate of Appropriateness.
 - b. a report from a licensed engineer or architect with experience in rehabilitation as to the structural soundness of any buildings on the property and their suitability for rehabilitation including any existing evidence that deterioration has progressed to the extent that rehabilitation is not practical;
 - c. Estimated market value of the property in its current condition; after completion of the proposed redevelopment, alteration, demolition or removal; and after changes recommended by the Planning Commission for the renovation of the existing property for continued use;
 - d. Testimony from a third party architect, developer, appraiser or other real estate professional experienced in rehabilitation as to the economic feasibility of rehabilitation or reuse of existing buildings on the property taking into consideration any existing evidence that deterioration has progressed to the extent that rehabilitation is not practical.
2. The current economic return on the property in relation to the following:
- a. The amount paid for the property, the date of purchase, and the party from whom purchased, including a description of the relationship, if any, between the owner of record or applicant and the person from whom the historic property was purchased;
 - b. If the property is income-producing, the annual gross income from the property for the previous two years; itemized operating and maintenance expenses for the previous two years; and depreciation deduction and annual cash flow after debt service, if any, during the same period;
 - c. Real estate taxes for the previous two years and assessed value of the property according to the most recent assessed valuation;
 - d. All appraisals obtained within the previous two years by the owner or applicant in connection with the purchase, financing or ownership of the property.
3. The property is not able to be sold, considered in relation to any listing of the property for sale or rent, price asked, and offers received, if any, within the previous two years, including testimony and relevant documents regarding:
- a. Any real estate broker or firm engaged to sell or lease the property;

- b. Reasonableness of the price or rent sought by the applicant;
- c. Any advertisements placed for sale or rent of the property;
- 4. Economic incentives and/or funding available to the applicant through federal, state, city or private programs.

18.7 Minimum Maintenance Required

- A. No owner of a historic property shall by action(s) or willful neglect, fail to provide sufficient and reasonable care, maintenance and upkeep to ensure the property's perpetuation and to prevent its destruction by deterioration or demolition by neglect. Deterioration of a historic property due to action(s) or willful neglect by its owner does not create the basis for a finding of substantial economic hardship. Factors demonstrating willful neglect include the following:
 - 1. Duration of ownership,
 - 2. Physical condition of the historic property,
 - 3. Deterioration or loss of significant architectural features,
 - 4. Official Village correspondence with the owner in regard to maintenance and record of citations as a public nuisance in accordance with Chapter 1323 of the Greenhills Building Code.
- B. If it is determined by the Planning Commission a historic property is threatened with willful neglect, the Board may take any of the following actions:
 - 1. The Planning Commission may request updates on maintenance activity of historic properties from the Building/Zoning Official related to all applicable provisions of Chapter 1323 of the Greenhills Building Code.
 - 2. The Planning Commission may request the Building/Zoning Official to notify, in writing, the property owner(s), of the Board's finding of unlawful neglect of the property. The notice shall specify the minimum items of repair or maintenance necessary to correct or prevent further deterioration or demolition from neglect as well as a reasonable time period in which to complete those items of repair or maintenance. This provision shall be in addition to all applicable provisions of Chapter 1323 of the Greenhills Building Code.
 - 3. The Planning Commission may, on its own initiative, file a petition with the Village council requesting that the Village proceed to take action against any owner, who, in the opinion of the Planning Commission, is in violation of this Zoning Code.

18.8 Subdivision of Lots

Subdivision of lots. The subdivision of any lot containing a historic property shall be accomplished in such a way as to preserve the historic patterns of development in the Village of Greenhills.

18.9 Appeal Procedures

- A. Within 30 days of any Planning Commission decision, any affected party may appeal the decision to the Village Council by filing notice thereof with the Clerk of the Council.
- B. The Village Council shall schedule a public hearing within 45 days of the date the appeal is received. At the public hearing, the Council shall hear all interested parties. Within 30 days of the public hearing, the Council shall pass a resolution confirming, rejecting, amending, or remanding the decision of the Planning Commission. The Clerk of Council shall notify the owner of any property involved of the Council action by regular first class mail. If remanded to the Planning Commission, the remand must be resolved or returned to the Village Council within 45 days of the remand.

18.10 Penalties

- A. Any person violating the provisions of this subchapter by failing to perform any act required by this section or by performing any act which is prohibited by this section shall be subject to the penalty provisions listed in Chapter 24 of the Village of Greenhills Zoning Code, of which this chapter is a part. Every day on which a violation exists shall constitute a separate violation.
- B. In case any building or structure is erected, constructed, altered, added to or demolished in violation of this section, the Building/Zoning Official the Planning Commission or any other person designated by the Village Council may institute appropriate action or proceeding to prevent such unlawful action. The imposition of any penalty hereunder shall not preclude the Village, the Planning Commission, a neighborhood or adjacent property owner or any proper person from instituting any proper action or proceeding to require compliance with the provisions of this section and with administrative orders and determination made hereunder.
- C. Any person, who demolishes, either by action(s) or by willful neglect, alters or constructs a building or structure in violation of this section shall be required to restore with due diligence the building or structure and its site to its appearance prior to the violation. Any action to enforce the subsection may be brought by the Building/Zoning Official, the Planning Commission or any other person designated by the Village Council. This civil remedy shall be in addition to and not in lieu of any criminal prosecution and penalty.

- D. The Planning Commission on its initiative may file a petition with the Building/Zoning Official to take action against any owner which, in the opinion of the Planning Commission, is in violation of the subchapter.
- E. An applicant who demolishes, alters or constructs a building or structure in violation of this section shall also be deemed in violation of the Zoning Code of the Village of Greenhills.

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CHAPTER 19 BUFFERYARDS AND LANDSCAPING

19.0 Purpose

The purpose of this Chapter is to provide minimum standards involving the development of land to provide attractive views from roads and adjacent properties; to screen from view visually undesirable uses; to require screening between incompatible land uses and to protect the health, safety and welfare of the community through the reduction of noise, air and visual pollution, and headlight glare.

19.1 Applicability

This Section shall apply to new property development and any collective substantial expansion of existing structures, except for individual single family dwellings and two family dwellings (duplexes) and parking lots of five (5) spaces or smaller. Substantial expansion of existing structures shall be defined as an increase of the existing structure by twenty-five (25) percent or more.

19.2 General Requirement for Submission

Any property to which this Section applies shall submit a bufferyard plan to the Planning Commission as part of the Site Plan Review process required in Section 22.6. Bufferyard plans shall be prepared by a nursery and/or certified by a design professional practicing within their areas of competence. The site plan shall contain the following information:

- A. Plans must be at a reasonable scale to indicate all types of proposed landscaping improvements at a minimum of 1" = 40' and shall include the following minimum information:
 1. North arrow and scale.
 2. The name of applicant/owner.
 3. The name, address and phone number of the person or firm responsible for the preparation of the buffering plans.
 4. The dates the plans are submitted or revised.
 5. All existing and proposed buildings and other structures, paved areas, planted areas, utility poles, fire hydrants, light standards, signs, fences and other permanent features to be added and/or retained on the site.
 6. All existing plant material to be removed or retained and all new landscaping materials to be installed.

7. All existing and proposed streets, sidewalks, curbs and gutters, railroad tracks, drainage ditches and other public or semi-public improvements within and immediately adjacent to the site.
 8. All property lines and easements.
 9. Any other information which is deemed appropriate by the Building/Zoning Official.
- B. Details shall be shown for the planting of the types of trees, shrubs and ground cover within the bufferyard or landscaped area.

19.3 Approval

- A. No site or development plan required under this Zoning Code shall receive final approval unless a landscaping plan has been submitted and approved.
- B. No Certificate of Occupancy shall be issued unless the following criteria are fully satisfied with regard to the approved landscape plan:
 1. Such plan has been fully implemented on the site; or
 2. Such plan, because of seasonal conditions, cannot be implemented immediately, but has been guaranteed by a postponed improvement agreement between the developer and the Village or if an appropriate performance bond in the amount of the unfinished work is filed with the Building and Zoning Official.

19.4 Bufferyard Standards

A. Maintenance of Landscaping and Bufferyards

All landscaping materials shall be installed and maintained according to accepted nursery industry procedures. The owner of the property shall be responsible for the continued property maintenance of all landscaping materials, and shall keep them in a proper, neat and orderly appearance, free from refuse and debris at all times. All unhealthy or dead plant material shall be replaced within one year, or by the next planting period, whichever comes first. Violation of these installation and maintenance provisions shall be grounds for the Building/Zoning Official to refuse a building occupancy permit, require replacement of the landscape material or institute legal proceedings to enforce the provisions of this Section.

B. Bufferyard Establishment

Once a bufferyard has been approved by the Planning Commission and

established by the owner, it may not be used, disturbed or altered for any purpose.

C. Quality and Installation

1. All specifications for the quality and installation of trees and shrubs shall be in accordance with the most recent edition of "American Standards for Nursery Stock" published by the American Association of Nurserymen.
2. All plant material shall be free from disease and damage.
3. All plant material shall be planted in a manner that is not intrusive to utilities, pavement, pedestrian traffic or vehicular traffic.
4. All required plant material shall be planted within one year or by the next planting season, as outlined in the latest edition of "American Standards for Nursery Stock", after all construction activity in the area of the new planting has ceased.

D. Size

1. Canopy Trees shall be deciduous trees with a minimum of twelve feet (12') overall height or a minimum caliper of 2 ½ inches when installed, and have an expected height of at least thirty-five (35') feet at maturity.
2. Evergreen Trees shall be a minimum of five feet (5') in height when installed.
3. Understory Trees shall be a minimum of five feet (5') in height in clump form or 1 ½ inch caliper in single stem form when installed.
4. Shrubs shall be at least eighteen inches (18") in height or twenty-four inches (24") in spread when installed.

E. Screens

The objective of providing a screen is to visually hide whatever is behind the screen. The screen shall be 100% opaque. The following standards for each screening material shall be required.

1. Plant Material Height Requirements.

When plant material is used as screening it shall meet all height requirements in accordance with this Chapter. Height requirements will be considered met when plants are selected whose height at maturity as certified by a licensed Landscape Architect or Certified Horticulturist complies with the requirements of this Chapter.

2. Planting Requirements.

To be counted towards screening requirements, evergreen trees and evergreen shrubs shall be planted close enough to fulfill the objective as defined in this Section. Recommended spacing to achieve this is as follows:

- a. Spreading evergreen trees should be planted eight feet (8') on center. Narrow evergreen trees should be planted four feet (4') on center. Designations of evergreen trees as spreading or narrow shall be certified by a licensed Landscape Architect or certified Horticulturist.
- b. Evergreen shrubs should be planted at a maximum of 4' on center.

3. Combination of Materials.

Plant material may be used in conjunction with fences, walls and berms but the overall effect shall be a continuous 100% opaque screen at maturity. Plants may be planted in rows or be staggered, but the overall effect shall be a 100% opaque screen

4. Fences.

Fences should be used where appropriate to create an effective screen between incompatible uses. Fences to be used as screens should be approved by the Planning Commission during review of the landscape plan and shall be in conformance with regulations as established in Section 9.11.

19.5 Screening and Buffering Required

In order to provide protective screening and buffers for residential areas adjacent to nonresidential areas, the Planning Commission shall require a wall, fence or greenbelt to be provided by the nonresidential property owner in accordance with the following:

- A. Screening areas shall be provided for the purpose of minimizing the friction between incompatible land uses and improving the aesthetic and functional quality of new development.
- B. Where vegetative and/or topographic conditions that provide a natural screening and buffer exist prior to development of properties in question, every effort shall be made to retain such conditions. In such cases, additional screening may not be required, provided that provision is made for maintenance of such areas.
- C. The Board of Zoning Appeals (or the Planning Commission, as part of the Site Plan Review process), may waive the requirement for a wall, fence or greenbelt if equivalent screening is provided by existing or planned parks, parkways, recreation areas or by topography or other natural conditions.

19.6 Bufferyard Requirements

WHEN...	IS PROPOSED TO ABUT...	A MINIMUM BUFFERYARD OF...
Any commercial land use Any office land use Any industrial land use	Any Residence zone or land use Any Residence zone or land use Any Residence or commercial zone or land use	Evergreen trees planted at the boundary at a standard of one tree per 25 feet of linear distance and a fence should be six feet in height and placed at the nonresidential property line. The area between such fence and the property line shall be treated with plantings to form a permanent landscaped area.
Any multiple family land use Any institutional land use	Any Residence zone or land use Any Residence zone or land use	A bufferyard as specified in Figure 19A
Any non-residence or parking lot	Any public right-of-way	A streetscape buffer as specified in Figure 19B

19.7 Modification

The Planning Commission shall have the authority to modify any of the aforementioned requirements in this Chapter. In considering an individual site with respect to changes in elevation, environmental impact, durability of plant material, aesthetic appeal, and any other factor that will develop a compatible buffer or screen with the surrounding neighborhood at the time of application.

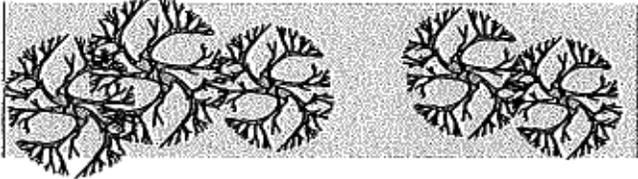
**Figure 19A
Boundary Bufferyard**

Width of buffer	100 Linear Feet	Landscape Material Requirements	
		Canopy Trees	Shrubs
10 ft.		3.3	10
15 ft.		2.8	8
20 ft.		2.3	6.5
25 ft.		1.9	5

Notes:

1. 1.5 understory trees or 1 evergreen tree may be substituted for 1 canopy tree for up to 50% of the required canopy trees.
2. One canopy tree may substitute for 3 shrubs up to 50% of the shrub requirements.
3. A berm with a minimum height of 3 ft. may be used in lieu of the shrub requirements.
4. A fence or wall, in compliance with Section 9.11, may be used and can be substituted for 50% of the shrub requirements.
5. All landscape material required for the buffer shall be confined to within the required boundary buffer landscape strip.

**Figure 19B
Streetscape Bufferyard**

Minimum width of buffer	100 Linear Feet	Landscape Material Requirements	
		Canopy Trees	Shrubs
OPTION 1 10 ft.		2.5	20
OPTION 2 20 ft. Average (range 10 to 30 ft.)		5	

Notes:

1. 1.5 understory trees or 1 evergreen tree may be substituted for 1 canopy tree for up to 50% of the required canopy trees.
2. One canopy tree may substitute for 3 shrubs up to 50% of the shrub requirements.
3. A berm with a minimum height of 3 ft. may be used in lieu of the shrub requirements.
4. A fence or wall, in compliance with Section 9.11, may be used and can be substituted for 50% of the shrub requirements.
5. All landscape material required for the buffer shall be confined to within the required streetscape buffer landscape strip.

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CHAPTER 20 OFF-STREET PARKING AND LOADING

20.0 General Requirements

Any building, structure or use of land, when erected or enlarged, shall provide for off-street parking spaces for automobiles in accordance with the following provisions of this Chapter. A parking plan shall be required for all uses. The parking plan shall be submitted to the Village as part of the site plan review. The plan shall show the boundaries of the property, parking spaces, access driveways, circulation patterns, drainage and construction plans, boundary walls, fences and a screening plan, as appropriate.

Whenever a building or use constructed or established after the effective date of this ordinance is changed or enlarged in floor area, number of employees, number of dwelling units, seating capacity or otherwise to create a need for an increase of ten (10) percent or more in the number of existing parking spaces, such spaces shall be provided on the basis of the enlargement or change. Whenever a building or use existing prior to the effective date of this ordinance is enlarged to the extent of fifty (50) percent or more in floor area or in the area used, the entirety of such building or use shall then comply with the parking requirements set forth herein.

20.1 Off-Street Parking and Design Standards

All off-street parking facilities including entrances, exits, circulation areas and parking spaces shall be in accordance with the following standards and specifications:

A. Parking space dimensions

Each off-street parking space shall have an area of not less than 162 square feet exclusive of access drives or aisles and shall be of useable shape and condition. All parking spaces must be a minimum of nine (9) feet wide and eighteen (18) feet long. Stacking spaces for drive-through windows must provide a space equal to the required parking space size.

B. Access

There shall be adequate provisions for ingress and egress to all parking spaces. Where the lot or parking spaces do not provide direct access to a public street or alley, an access drive shall be provided, with a dedicated easement of access as follows:

1. For single family detached dwellings or two family dwellings, the access drive shall be a minimum of ten (10) feet in width.
2. For all other uses, the access drive shall be a minimum of twenty (20) feet in

width.

3. All parking spaces, except those required for single family detached dwellings and two family dwellings, shall have access to a public street or alley in such a manner that any vehicle leaving or entering the parking area from or into a public street or alley shall be traveling in a forward motion.
4. Parking for uses not permitted in a residence zone shall not be permitted in a residence zone, nor shall any Residence District property be utilized as access for uses not permitted in that Residence District.

C. Setbacks

Except for paved driveways with a maximum width of 20 feet that lead to an attached garage or carport, no parking shall be permitted within the required front yard of a single family or two-family residence. Parking and vehicular use areas for non-residential uses and multi-family dwellings shall be located a minimum of ten (10) feet from the right-of-way line or access easement and at least five (5) feet from a side or rear property line. Front parking setback areas shall be landscaped according to the regulations for streetscape bufferyards as established in Chapter 19.

D. Screening

Off-street parking areas for more than five (5) vehicles shall be effectively screened on each side which adjoins or faces any premises situated in any residence district or institutional premises, by a masonry wall or a solid fence of acceptable design. Such wall or fence shall not be less than four (4) feet nor more than six (6) feet in height, and shall be maintained in good condition without any advertising. The space between such wall or fence and the lot shall be landscaped with grass, hardy shrubs or evergreen ground cover, and maintained in good condition, free of debris and weeds. In lieu of such wall or fence, a strip of land not less than fifteen feet in width and planted with an evergreen hedge or dense planting of evergreen shrubs not less than four (4) feet in height may be substituted and this shall be maintained in good condition.

E. Paving

Every off-street parking lot including aisles, access drives and parking spaces shall be surfaced with an asphaltic or Portland cement binder pavement providing an all-weather, durable, and dustless surface. Pervious pavement materials, including pervious pavers, pervious concrete or asphalt, and interlocking grass pavers may be utilized for required parking spaces. Provided that the location of the pervious pavement shall not be permitted for use in any loading area or as part of any access drive providing access to the property or to any loading area.

F. Drainage

All parking spaces, together with driveways, aisles and other circulation areas shall be graded and drained so as to dispose of surface water which might accumulate within or upon such area, and shall be designed to prevent the excess drainage of surface water onto adjacent properties, walkways or onto public streets. Adequate arrangements shall be made to insure acceptable diversion to an adequate storm water drainage system. Interior landscaped areas may be used for surface drainage when employing stormwater best practices design approved by the Hamilton County Stormwater District or other appropriate regulating body.

G. Barriers

Wherever a parking lot extends to a property line, fencing, wheelstops, curbs or other suitable barriers shall be provided in order to prevent any part of a parked vehicle from extending beyond the property line and from destroying the screening materials.

H. Visibility

Access of driveways for parking areas shall be located in such a way that any vehicle entering or leaving such parking area shall be clearly visible by any pedestrian or motorist approaching the access or driveway from a public street, private street or alley.

I. Marking

All parking areas, excluding those for single family detached dwellings and two family homes, shall be marked with paint lines, curb stones or in some other manner approved by the Village and shall be maintained in a clearly visible condition.

J. Maintenance

Any owner of property used for parking areas shall maintain such areas in good condition without holes and free from all dust, trash, weeds and other debris.

K. Signage

Where necessary, due to multiple curb cuts, the entrance, exits and the intended circulation pattern shall be clearly marked in the parking area. Signage shall consist of pavement markings or freestanding directional signs in accordance with Chapter 21, Signs, of this code.

20.2 Determination of Required Spaces

In computing the number of parking spaces required by this Code, the following shall apply:

- A. Where floor area is designated as the standard for determining parking space requirements, floor area shall be the sum of the gross floor area of a specified use.
- B. Where seating capacity is designated as the standard for determining parking space requirements, the capacity shall mean the number of seating units installed or indicated for each twenty-four (24) lineal inches of seating facilities.
- C. Fractional numbers shall be increased to the next highest whole number.
- D. Parking space requirements for a use not specifically mentioned in this Code, shall be determined by using the most similar and restrictive parking space requirement as specified by the Planning Commission.
- E. When the building floor area is designated as the standard for determining parking space requirements and that number is less than the minimum standard, at least one parking space shall be provided on the premises.

20.3 Outdoor Lighting

Outdoor lighting shall be reviewed by the Building/Zoning Official and Planning Commission according to the standards established in Section 4.7.

20.4 Parking Space Requirements

For the purpose of this Zoning Code, the following parking space requirements shall apply:

Automotive Repair	Two spaces for each service bay.
Automobile Car Washes	Automobile car washes shall provide sufficient stacking spaces for five vehicles per bay.
Automotive Service Stations	Two spaces per fuel pump.
Automotive Sales	One space for each 800 square feet of floor area.

Bed and Breakfast	One space for each guest room plus two spaces for the permanent residence.
Clinics – Medical and Dental	One space for each 200 square feet of floor area.
Not for Profit or Service Clubs	One space for each 250 square feet of floor area.
Contractor Yard	One space for each 1,000 square feet of floor area plus one space for each facility vehicle.
Convalescent/Nursing/ Rest Homes	One space for each four beds.
Convenience Store	One space for each 250 square feet of floor area.
Day Care Center	One space for each four persons of design capacity.
Educational Institution	Two spaces for each classroom plus one space for each four seats in the auditorium. High schools shall also include one space for each ten students at design capacity.
Financial Institution	One space for each 100 square feet of floor area plus sufficient stacking space to accommodate the number of automobiles equal to five times the number of teller windows.
Funeral Home	One space for each 50 square feet of floor area plus one reserved space for each hearse or company vehicle.
Group Home	One space for each four beds.
Hospitals	One space for each two beds.
Hotel/Motels	One space for each sleeping room plus one space for each 400 square feet of public meeting area and/or restaurant space accessory to the hotel/motel.

Industrial/Manufacturing		One space for each 400 square feet of floor area.
Office		One space for each 200 square feet of floor area.
Personal Service		One space for each 200 square feet of floor area.
Printing and Publishing Establishment		One space for each 400 square feet of floor area.
Public Assembly Hall		One space for each 50 square feet of floor area.
Public Buildings		One space for each 200 square feet of floor area.
Recreational, Commercial	Non-	One space for each participant at maximum utilization.
Recreational, Commercial		One space for each three seats or one space for each 100 square feet of floor area, whichever is greater.
Religious Places of Worship	of	One space for each eight seats in the place of assembly.
Residential, Multiple Family		Two spaces for each dwelling unit.
Residential, Single Family		Two spaces for each dwelling unit.
Residential, Two Family		Two spaces for each dwelling unit.
Research and Development Laboratories		One space for each 500 square feet of floor area.
Restaurants		One space for each 100 square feet of floor area.
Restaurants, Fast Food		One space for each 100 square feet of floor area plus sufficient stacking space for five vehicles at each drive through window.

Retail Business	One space for each 250 square feet of floor area.
Taverns	One space for each 100 square feet of floor area.
Vet. Clinic/Animal Hospital	Four spaces for each examination room.
Warehouse and Wholesale	One space for each 1,000 square feet of floor area.

20.5 Joint or Collective Parking Facilities

The joint or collective parking provision of required off-street parking areas shall comply with the following standards and requirements:

- A. Two or more non-residential uses may jointly provide and use parking spaces when their hours of operation do not normally overlap.
- B. All required parking spaces shall be located on the same lot with the building or use served, except that where an increase in the number of spaces is required by a change or enlargement of use, or where such spaces are provided collectively or jointly by two (2) or more buildings or establishments, the required spaces may be located not farther than 500 feet from the building served.
- C. The total of such off-street parking spaces supplied collectively shall be not less than the sum of the requirements for the various uses computed separately.
- D. In any case where the required parking spaces are not located on the same lot with the building or use served, or where such spaces are collectively or jointly provided and used, a written agreement thereby assuring their retention for such purposes shall be properly drawn and executed by the parties concerned, approved as to form by legal counsel of the Village and filed with the application for a Zoning Certificate.
- E. The Board of Zoning Appeals or Planning Commission may reduce the amount of required parking for uses in a Business District if such use is within one thousand (1000) feet of a public parking facility and findings are made that such reduction in parking spaces is justified. An application must be made to the Board of Zoning Appeals to consider such a request or such request may be reviewed by the Planning Commission during the Site Plan Review process.

20.6 Handicapped Parking Requirements

Parking facilities serving buildings and facilities required to be accessible to the physically disabled shall have conveniently located designated parking spaces to

be provided as established by the Ohio Basic Building Code.

20.7 Off-Street Loading Space Requirements

In any district, in connection with every building or part thereof hereafter erected and having a gross floor area of 10,000 square feet or more which is to be occupied by manufacturing, storage, warehouse, goods display, retail store, wholesale store, market, hotel, hospital, funeral home, laundry, dry cleaning or other uses similarly requiring the receipt or distribution by vehicles of materials or merchandise shall have at least one (1) off-street loading space designed to the specifications contained in Section 20.8.

20.8 Off-Street Loading Design Standards

All off-street loading spaces shall be in accordance with the following standards and specifications:

- A. Dimensions - Each loading space shall have a minimum dimension not less than 10 feet in width, 25 feet in length and a vertical clearance of not less than 14 feet in height.
- B. Access - All required off-street loading spaces shall have access from a public street or alley in such a manner that any vehicle leaving the premises shall be traveling in a forward motion.
- C. Lighting - Any lights used to illuminate a loading area shall be so arranged as to reflect the light away from any adjacent properties or right-of-way.

20.9 Submission to Planning Commission

Detailed drawings of the location, width and number of entrance driveways to necessary parking and off-street loading facilities shall be submitted to the Planning Commission, with the exception of single family detached dwellings and duplexes, for approval prior to the granting of any building permit. Such drawing shall show the number of spaces and locations, dimensions and descriptions of all features enumerated in this Section or as required elsewhere in this Zoning Code. The Planning Commission may require, in addition to those enumerated, further structural or landscaping features such as bumper guards, curbs, walls, fences, shrubs, trees, ground cover or hedges to further the intent and purposes of this Zoning Code. The Planning Commission, in addition, may recommend such changes in location, width and number of driveways as it shall determine are necessary to eliminate any potential traffic hazards.

20.10 Modifications

The Board of Zoning Appeals (or the Planning Commission during the Site Plan Review process), may authorize a modification, reduction, or waiver of the