

Utility Scale Solar Energy Document List Project Phases

Document Name	Project Introduction with Zoning Inspector	Submit Application to BZA	Conditional Use Approval	Zoning Certificate Application	Annual Inspection	Decommissioning
Application Cover Sheet	Draft	Final				
Existing Land Use Map	Draft	Final				
Conceptual Site Operations Plan	Draft	Proposed	BZA Conditions			
Conceptual Construction Management Plan	Draft	Proposed	BZA Conditions			
Conceptual Decommissioning Plan and Bond Conditions	Draft	Proposed	BZA Conditions			
Approved Emergency Action Plan	Draft	Proposed	BZA Conditions	Approved by Township Fire Department		
Approved Field Tile Management Plan	Draft	Proposed	BZA Conditions	Approved by County Soil and Water District		
Approved RUMA	Draft	Proposed	BZA Conditions	Approved by County Engineer and Township Road Department		Approved by County Engineer and Township Road Department
Approved Soil & Water Conservation Plan	Draft	Proposed	BZA Conditions	Approved by County Soil and Water District		
Approved Storm Water Management Plan	Draft	Proposed	BZA Conditions	Approved by County Soil and Water District and County Engineer		
Approved Wildlife and Species Management Plan	Draft	Proposed	BZA Conditions	Approved by Federal and State Agencies, as needed		
Detailed Site Operations Plan				Final	Updated as Needed	
Detailed Construction Management Plan				Final		
Detailed Decommissioning Plan				Final	Updated as Needed	Updated as Needed
Decommissioning Bond				Initial Bond Issued At least 60 days prior to start of construction	Updated at least every five years	Released after Decommissioning is Complete

2022.09.27

2022.06.08

- 44 2. Narrative describing constraints on operation and maintenance activities:
- 45 • Lighting. Any on-site lighting provided for the operational phase of the Solar Facility
- 46 shall be dark-sky compliant, shielded away from adjacent properties, and positioned
- 47 downward to minimize light spillage onto adjacent properties.
- 48 • Signage. Shall display signs:
- 49 ○ Identifying the owner or operator of the facility
- 50 ○ Providing a 24 -hour emergency contact phone number
- 51 ○ Stating the risks that may result from entering the project area
- 52 • Site maintenance:
- 53 ○ Native grasses shall be used to stabilize the site for the duration of the facility's
- 54 use.
- 55 • Hours of non-emergency maintenance operations
- 56 • No staging or storage of vehicles or equipment outside of the project area boundary.
- 57 • Comply with:
- 58 ○ Emergency Action Plan
- 59 ○ Field Tile Management Plan
- 60 ○ Soil and Water Conservation Plan
- 61 ○ Storm Water Management Plan
- 62 ○ Wildlife and Species Management Plan
- 63 • The Xenia Township Zoning Inspector or designated substitute shall be granted
- 64 access to permitted land for onsite inspection after twenty-four (24) hour notice has
- 65 been given to the operator.
- 66

67 **Conceptual Construction Management Plan**

- 68 1. The proposed construction management concept map shall include the appropriate
- 69 legend showing the following:
- 70 • Project Area Boundary
- 71 ○ The location and description of the project construction area boundary
- 72 ○ The proposed location of the solar panels and related facilities
- 73 ○ The location of proposed fencing, driveways, internal roads, adjacent structures
- 74 and lighting
- 75 ○ Structures and fencing for wildlife management
- 76 ○ The location of proposed setbacks
- 77 ○ The location and nature of proposed vegetative buffers, and screening in
- 78 accordance with section 515
- 79 ○ The location of points of ingress/egress
- 80 ○ Any proposed construction phases
- 81 ○ Natural features such as streams and woodlands

- 82 ○ Existing and proposed topographical contours
83 ○ Temporary structures
84 ○ Temporary outdoor storage areas
- 85 2. Narrative describing constraints on construction activities:
- 86 • Lighting. Any on-site lighting provided for the construction phase of the Solar
87 Facility shall be dark-sky compliant, shielded away from adjacent properties, and
88 positioned downward to minimize light spillage onto adjacent properties.
- 89 • Signage. Shall display signs:
- 90 ○ Identifying the owner or operator of the facility
91 ○ Providing a 24 -hour emergency contact phone number
92 ○ Stating the risks that may result from entering the project area
- 93 • The effective mitigation of dust, burning operations, hours of construction activity,
94 and handling of general construction complaints.
- 95 • No staging or storage of vehicles or equipment outside of the project construction
96 area boundary.
- 97 • Comply with:
- 98 ○ Emergency Action Plan
99 ○ Field Tile Management Plan
100 ○ Soil and water conservation plan
101 ○ State or County RUMA
102 ○ Storm Water Management Plan
103 ○ Wildlife and species management plan
- 104 • The Xenia Township Zoning Inspector or designated substitute shall be granted
105 access to permitted land for onsite inspection after twenty-four (24) hour notice has
106 been given to the operator.

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108 **Conceptual Decommissioning Plan and Bond Conditions**

109 The Applicant shall submit a conceptual decommissioning plan. The purpose of the
110 decommissioning plan is to specify the procedure by which the Applicant or its successor
111 would remove the Solar Facility after the end of its useful life and to restore the property
112 for the underlying permitted district uses.

113 1. Decommissioning shall consist of:

- 114 • Physical removal of all ground-mounted solar photovoltaic installations, structures,
115 equipment, security barriers and transmission lines from the site.
- 116 • Disposal of all solid and hazardous waste in accordance with local, state, and federal
117 waste disposal regulations.

- 118 • Stabilization or re-vegetation of the site as necessary to minimize erosion. The
119 Township may allow the owner or operator to leave landscaping or designated below-
120 grade foundations in order to minimize erosion and disruption to vegetation.
- 121 • Absent a notice of a proposed date of decommissioning, the solar facility shall be
122 considered abandoned when it fails to operate for one year without the extension
123 approval by the Board of Zoning Appeals. The Township Trustees reserve the right to
124 remove abandoned structures pursuant to ORC 505.86 regarding the removal of
125 buildings.
- 126 • An estimated decommissioning schedule
- 127 2. Decommissioning Bond Conditions:
- 128 • The bond shall provide the gross estimated cost to decommission the Solar
129 Facility in accordance with the decommissioning plan and these conditions.
- 130 • The decommissioning cost estimate shall not include any estimates or offsets for the
131 resale or salvage values of the Solar Facility equipment and materials.
- 132 • The Applicant, or its successor, will update the decommissioning cost estimate every
133 5 years.
- 134 • A performance bond based on the total decommissioning cost without regard to
135 salvage value and where the company is the principal, the insurance company is the
136 surety, Xenia Township is the obligee.

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138 **Conceptual Emergency Action Plan**
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140 The Conceptual Emergency Action Plan shall include:

- 141 • Description of proposed liability insurance coverage and conditions.
- 142 • Identification of any specialized equipment or vehicles that the applicant or operator
143 shall provide before operations begins.
- 144 • There shall be a Knox Box with necessary keys for the site.
- 145 • Training. The applicant operator shall arrange provide a pre operational, annual, and
146 on-going training session with township fire department to familiarize personnel with
147 issues unique to a solar facility to the operations at the site before operations begin.
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149 **Detailed Construction Management Plan**
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151 Submit and discuss additions to the Conceptual Construction Management Plan with the
152 Township Zoning Inspector.
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154 **Detailed Decommissioning Plan**
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156 Submit and discuss additions to the Conceptual Decommissioning Plan with the
157 Township Zoning Inspector.

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Detailed Emergency Action Plan

Submit and discuss additions to the Conceptual Emergency Action Plan with the Township Zoning Inspector.

Detailed Site Operations Plan

Submit and discuss additions to the Conceptual Sites Operations Plan with the Township Zoning Inspector.

Field Tile Management Plan

An approved Field Tile Management Plan must be submitted from the appropriate political subdivision. This shall include survey and repair of damaged field tile systems.

Road Use Maintenance Agreement (RUMA)

An approved RUMA must be submitted from the appropriate political subdivision.

Soil and Water Conservation Plan

An approved Soil and Water Conservation Plan must be submitted from the appropriate political subdivision. This shall include erosion and sediment control.

Storm Water Management Plan

An approved Storm Water Management Plan must be submitted from the appropriate political subdivision.

Wildlife and Environment Management Plan

An approved Wildlife and Environment Management Plan must be submitted from the appropriate political subdivision.



**XENIA TOWNSHIP
GREENE COUNTY, OHIO
XENIA TOWNSHIP BOARD OF ZONING APPEAL
NOTICE OF APPEAL FOR CONDITIONAL USE VARIANCE
FOR UTILITY SCALE SOLAR ENERGY SYSTEMS**

Only the property owner, or their legal, authorized agent, can make an appeal to the Board of Zoning Appeals, therefore, I hereby appeal to the Board of Zoning Appeals the refusal of a Zoning Certificate (attached hereto) by the Xenia Township Zoning Inspector for the following property:

Name of Property Owner: _____ Phone: _____
Name of Agent, if any _____ Agent Phone _____
Address of Agent, if any _____ City _____ Zip _____
E-mail of Agent, if any _____
Address of Property: _____ City: _____ Zip: _____
Acreage of Property: _____ Parcel Number: _____
Owner Address: _____ City: _____ State: _____ Zip: _____
Owner E-mail _____

With this application the applicant shall attach, in duplicate, the documents listed the Utility Scale Solar Energy System checklist as well as provide PDF's of the documents on a non-returnable thumb drive.

The initial fee is \$600.00 plus any review fees deemed necessary by other County or State entities.

The Annual Operating Permit for an approved BZA Resolution will be \$200.00 and has a separate, annual application

THIS APPLICATION IS ACCOMPANIED BY A FEE IN THE AMOUNT OF SIX HUNDRED DOLLARS (\$600.00) FOR THE PURPOSE OF DEFRAYING EXPENSES OF PUBLISHING NOTICES IN THE NEWSPAPER AND MAILING COSTS AND RECORDING FEES.

I hereby grant permission to the Xenia Township Zoning Commission, the Xenia Township Board of Trustees, Greene County Regional Planning Commission staff, Appropriate Greene County Department staff, Appropriate State of Ohio staff, and any other persons necessary to gather pertinent information regarding subject property to enter upon the premises. I understand a sign will be placed on my property for the purpose of identifying the property. I understand the decision of the Board of Zoning Appeals is final, and if the decision is unsatisfactory, I may appeal the decision with the Court of Common Pleas. No refunds will be given for applications for a zoning amendment, rezoning, conditional use, or variance. An application for reconsideration shall not be accepted for consideration more than once during any consecutive twelve-month period.

Applicant(s) [Owner or Lessee]

Signature(s)

STATE OF OHIO, GREENE COUNTY, §:

The undersigned, being first duly sworn, says that he/she is the

(owner or lessee)

named in the foregoing application and states that all the facts stated in said application are true as he believes.

Applicant(s) Signature(s)

Sworn to before me by the said _____ and by him/her
subscribed in my presence this _____ day of _____,
_____. My Commission expires _____, _____

Notary

1 These definitions are to be added to Section 201
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3 **Solar Energy System**: Any system or group of components designed to produce
4 and or store power from the sun and affixed to real property, except self-contained,
5 single purpose components, such as signage lighting panels. No solar energy
6 system shall be erected, moved, added to, or structurally altered without an
7 approved Zoning Permit. Components of the Solar Energy System must comply
8 with the requirements of the Flood Plain Overlay and the Well Field Protection
9 Overlay if situated in either of the Districts.

10 **Small Solar Energy System**: Any solar energy system that is designed and
11 intended to generate electricity primarily for use on a parcel. Parcels adjacent to,
12 contiguous with, or directly across the street from parcel in question and owned by
13 the same owner, shall be treated as one (1) parcel. Permitted in any District with
14 an approved zoning permit.

15 **Utility Scale Solar Energy System**: Any solar energy system that is designed and
16 intended to supply energy primarily into a utility grid, whether or not it also
17 supplies energy for use on the parcel of land for which it is located. Components
18 of the energy system must comply with screening in Section 515. The solar energy
19 system including all of its components shall be treated as a principal structure.

20 **Note: The Ohio Revised Code (ORC) contains additional regulations of Utility**
21 **Scale Energy Systems.**

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23 Utility Scale Solar Energy: Conditional Use District(s): AG-#14, IG-#6, B-3-#6,
24 M-1-#3, and M-2 - #8. M3
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