



# NATURAL HERITAGE DATA REQUEST FORM

ODNR Division of Wildlife  
**Ohio Natural Heritage Program**  
2045 Morse Rd., Bldg. G-3  
Columbus, OH 43229-6693  
Email: [NHDRRequest@dnr.state.oh.us](mailto:NHDRRequest@dnr.state.oh.us)  
Phone: 614-265-6818

## WHAT KIND OF REVIEW DO I NEED?

ODNR provides two kinds of project reviews, an Ohio Natural Heritage Database (ONHD) data request and an Environmental Review (ER). ONHD data requests will be processed for projects that meet one of the following four criteria:

- consultant prepared reports for ODOT projects
- completion of OEPA's Ohio Rapid Assessment Method for wetlands
- academic research projects
- other non-development or non-construction projects

As applicable to your project, the ONHD will provide records for state and federally listed plants and animals, high quality plant communities, geologic features, breeding animal concentrations, scenic rivers, protected natural areas (managed areas), and significant unprotected natural areas (conservation sites). A one mile radius around the project site will automatically be searched. Because the ONHD contains sensitive information, it is our policy to provide only the data needed to complete your specific project.

If your project does not meet one of these criteria, you will need to submit it for an ER. An ER includes comments on potential impacts to the species and their habitats, and therefore constitutes coordination with ODNR under NEPA, the Fish & Wildlife Coordination Act, the Federal Water Pollution Control Act, and other laws. If your project requires ODNR coordination, please go to <http://realestate.ohiodnr.gov/environmental-review> for additional information including appropriate contacts. An ONHD search is included as part of the environmental review process.

## INSTRUCTIONS:

Please complete all the information on both sides of this form, sign (required) and email it to [NHDRRequest@dnr.state.oh.us](mailto:NHDRRequest@dnr.state.oh.us). Please provide a description of the work to be performed at the project site, and a map detailing your project site boundaries. If you request a GIS response, please also submit a shapefile of your project site (unbuffered). Data requests will be completed within approximately 30 days. There is currently no charge to process requests.

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Date: \_\_\_\_\_ Company name: \_\_\_\_\_

Name of person response letter should be addressed to:

Mr.  Ms.  \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Project Name: \_\_\_\_\_

**Project Site Address:** \_\_\_\_\_

**Project County:** \_\_\_\_\_

**Project City or Township:** \_\_\_\_\_

**Project site is located on the following USGS 7.5 minute topographic quad(s):** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Project latitude and longitude:** \_\_\_\_\_

**Description of work to be performed at the project site:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How do you want your data reported? Both formats provide the same data. The manual search is most appropriate for small scale projects or for those without GIS capabilities. With this option we will send you a letter with a list of records and a map showing their location. If you request a GIS shapefile, we will send you a letter and shapefile of data layers. You will then need to make your own map and list of data for your report. You must have GIS capabilities. If you do not make a selection or if you choose both options, a manual search will be performed (Please choose only one option).

**Printed list and map (manual search)**    **OR**     **GIS shapefile (computer search)**

The standard data we search includes state and federally listed plants and animals, high quality plant communities, geologic features, breeding animal concentrations, scenic rivers, managed areas, and conservation sites, including a one mile radius around your project area. List any information in addition to this that you require:

\_\_\_\_\_  
\_\_\_\_\_

**How will the information be used?** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

The chief of the Division of Wildlife has determined that the release of the ONHD data you have requested could be detrimental to the conservation of a species or unique natural feature. Pursuant to section 1531.04 of the Ohio Revised Code, this information is not subject to section 149.43 of the Revised Code. By signing below, you certify that the data provided will not be disclosed, published, or distributed beyond the scope of your project.

**Signature** \_\_\_\_\_

**Date:** \_\_\_\_\_