



German Township

Zoning Department

12102 State Route 725 West, Germantown, Ohio 45327-9761

Halie Sewell, Zoning Inspector

937-855-7882x1

INFORMATION & REQUIREMENTS TO OBTAIN A ZONING PERMIT

When applying for a zoning permit you will need to present the following items:

- 1.) **A copy of a plot plan, DRAWN TO SCALE which must include the following:**
 - A. The actual dimensions of the lot including easements.
 - B. The exact size and location of all existing buildings on the lot.
 - C. The location of the well and septic system, including leach fields
 - D. The exact size and location of the proposed new construction (or sign)
 - E. The existing and/or intended use of all parts of the land or buildings
 - F. Such other information with regard to the lot and neighboring lots as may be necessary for a determination to be made.

- 2.) **A copy of your deed. (Must include a written legal description of your property.)**

ADDITIONAL REQUIREMENTS FOR NEW CONSTRUCTION:

When applying for a zoning permit for any NEW CONSTRUCTION, (The first permit-required construction on the parcel) in addition to the above-mentioned items, you must also present:

- 3.) **A copy of the soil study results for siting of the sanitary sewage system in compliance with Montgomery Co. standards.**

- 4.) **A copy of the well log showing compliance with County standards for wells.**

- 5.) **A copy of the structure plans with the exact square footage of living area and non-habitable area of the structure clearly marked.**

ZONING PERMIT FEES:

NEW CONSTRUCTION	ACCESSORY BUILDINGS & ADDITIONS
<p><u>Commercial:</u> Base fee of \$600.00 plus 20 cents per sq. ft. total area</p> <p><u>Residential:</u> Base fee of \$500.00 Plus 10 cents per sq. ft. total area</p>	<p><u>Commercial:</u> Base Fee of \$200.00 plus 20 cents per sq. ft. total area</p> <p><u>Residential:</u> Base fee of \$100.00 Plus 10 cents per sq. ft. total area</p>

**PLEASE NOTE: ZONING FEES ARE
DOUBLED IF PERMIT IS NOT OBTAINED
BEFORE BEGINNING CONSTRUCTION.**



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ZONING CERTIFICATE APPLICATION

Fence Applicants – Complete Questions 1 -8, Pool and Deck Applicants – Complete Questions 1 – 10

All Other Detached Accessory Structures – Complete Questions 1-11

New Home, New Commercial Buildings, and Additions – Complete Questions 1-13

For ALL Permits:

>A plot plan must be attached. See other side for requirements.

>Measurements must be exact.

1. Property Owner _____ Telephone _____

2. Applicant's Name _____ Telephone _____

3. Applicant's Address _____

4. Project Location/Address _____

5. Parcel ID# _____

6. Proposed Construction/Use _____

7. Height of Proposed Structure _____ (from finished grade)

8. Setback – Indicate distance of the new structure in feet to all property lines and right-of-way:
(Distances must also be shown on plot plan.)

Front _____ Rear _____ (W)Side _____ (E)Side _____

9. Structure Dimensions:

(Must also be shown on plot plan)

Length _____ Width _____

10. Building footprint in square feet of ALL: Existing Structures _____ Proposed _____

11. Height of existing house/principal structure _____ feet

12. Square feet of living area _____ (for new residences only)

13. Parking spaces provided _____ 10' x 20' spaces

With my signature, I attest that all information provided on this form is true and correct and I understand that any misrepresentation submitted with or within this application shall render the Zoning Certificate null and void.

Applicant's Signature _____ Date _____

THIS APPLICATION IS FOR A ZONING PERMIT ONLY. APPLICANT(S) ARE ADVISED TO CHECK WITH THE MONTGOMERY COUNTY BUILDING REGULATIONS DEPARTMENT AT (937) 225-4622 TO DETERMINE REQUIREMENTS FOR BUILDING AND/OR ELECTRICAL PERMITS, ETC.

Entire Area of Proposed Structure	
Basement	
1st Level	Sq. Ft.
2nd Level	Sq. Ft.
3rd Level	Sq. Ft.
Total Area (Finished & non-finished)	Sq. Ft.

Please provide two (2) copies of the plot plan pertaining to this permit.

Plot Plan Requirements:

- Prepared by a registered Engineer, Architect or Surveyor for the State of Ohio
- Drawn to scale
- Clearly showing
 - ALL boundaries/dimensions of the property
 - Including but not limited to - setbacks, easements, right of way
 - EXACT size & location of existing and proposed structures on the property
 - Including but not limited to – building(s), well(s), septic/leech, etc.
 - Proposed use of all parts of land and structures
 - Including but not limited to – accessways, walks, on/off street parking, loading spaces, landscaping, etc.

Application Fees

Please make checks payable to "German Township Zoning"

Accessory Structures: \$50

Pool: Above-Ground \$50, In-Ground \$100

Fence: \$50

Fee Calculation:

<u>New Residential</u>	<u>Residential Addition</u>	<u>Commercial</u>
Base Fee= \$500.00 +	Base Fee= \$100.00 +	Base fee= \$600.00 +
.10 sq.' area	.10 sq.' area	.20 per sq.' area
TOTAL:	TOTAL:	TOTAL:

Please do not print below this line, for office use only.

OFFICE USE ONLY

Zoning Permit # _____

Payment Type: _____

Conditional Use Case # _____

Other Info:

Variance Case # _____