



# 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><b><u>Commercial:</u></b>    Base fee of \$600.00                                     plus 20 cents per sq. ft. total area</p> <p><b><u>Residential:</u></b>    Base fee of \$500.00                                     Plus 10 cents per sq. ft. total area</p>	<p><b><u>Commercial:</u></b>    Base Fee of \$200.00                                     plus 20 cents per sq. ft. total area</p> <p><b><u>Residential:</u></b>    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 SIGNAGE

**A plot plan must be attached showing current buildings and proposed sign.  
Cost: Billboard: \$500.00 – Permanent: \$100.00 – Temporary: \$25.00(limit 90 days)**

1. Property Owner \_\_\_\_\_ Telephone \_\_\_\_\_

2. Applicant's Name \_\_\_\_\_ Telephone \_\_\_\_\_

3. Applicant's Address \_\_\_\_\_

4. Project Location/Address \_\_\_\_\_

5. Parcel ID# \_\_\_\_\_ (Required if no street address is available)

6. Sign dimensions:

Length: \_\_\_\_\_ Width: \_\_\_\_\_ Total height: \_\_\_\_\_ Area of sign: \_\_\_\_\_

7. Setback from road right-of-way: \_\_\_\_\_ feet (Free Standing signs only)

8. Will sign be illuminated?     Yes     No     Internal     External

9. Are there existing signs on the property:     Yes     No    If yes, show on plot plan.

10. Type of sign:

- |                                      |  |   |   |
|--------------------------------------|--|---|---|
| <input type="checkbox"/> Advertising | <input type="checkbox"/> Awning, Canopy, Marquee | <input type="checkbox"/> Bulletin Board | <input type="checkbox"/> Construction     |
| <input type="checkbox"/> Directional | <input type="checkbox"/> Flashing                | <input type="checkbox"/> Identification | <input type="checkbox"/> Illuminated      |
| <input type="checkbox"/> Moving      | <input type="checkbox"/> Name Plate              | <input type="checkbox"/> Poster Panel   | <input type="checkbox"/> Painted Bulletin |
| <input type="checkbox"/> Projecting  | <input type="checkbox"/> Real Estate             | <input type="checkbox"/> Roof           | <input type="checkbox"/> Temporary        |
| <input type="checkbox"/> Wall        |  |   |   |

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 \_\_\_\_\_