

ZONING PERMIT APPLICATION INFORMATION

Date: _____

“No occupied or vacant land shall be changed in its use in whole or in part, no improvements shall be made to the property, no structures shall be constructed or modified and no existing or new building shall be changed in its use in whole or in part until a complete & accurate Certificate of Zoning Compliance has been issued by the Zoning Administrator.” **Section 103.03 Jackson Township Zoning Resolution.**

Owner Name: _____

Address: _____ City: _____ ST: _____ Zip _____

Property Location: _____ (County, State or Township ROW) circle one

Tax Parcel: 160-_____ Zoning District: _____

Purpose _____ Email Address _____

Lot Dimensions	Requirements (Sect 106 – Tbl 2)	ACOS 200’ 2Ac	Rural 200’1.5Ac	SemiR 150’45k	Sub 150’ 1Ac
Area	Bldg Setback	Min. equiv to ROW width			
Width	Side Yard	20/50	20/50	10/25	10/25
Depth	Rear Yard	100	100	75	75
Other	% Coverage	10%	10%	15%	20%

Remarks: (See attached site plan) _____

Building Permit Required: Yes No

Contact Franklin County Building Dept. at 614-525-3166

Drive Tile Needed? Yes No

Contact Jackson Township Rd Dept 614-991-6890

APPLICANT’S AFFIDAVIT

I, (printed name) _____ representing _____ being duly sworn, depose and say in the presence of the undersigned Notary Public that the application, and the foregoing statements, and all required information are contained herein, or attached, and are in all respects true and correct to the best of my knowledge and belief.

Applicant’s Signature _____

Phone Number _____

Mailing Address _____

City _____ State _____ Zip Code _____

Subscribed and sworn to before me this _____ day of _____ 20__

(Seal)

Notary Public

CERTIFICATE OF ZONING COMPLIANCE Permit _____ -ZC-20_____

On the basis of information stated above and information submitted, a “Certificate of Zoning Compliance” is hereby APPROVED / DENIED Fee: \$ _____ by _____

Application Date _____

*Issue Date _____

*Permit valid for **six (6) months**. Construction must be started within six (6) months and substantially **completed within one(1) year** from the date of issuance or else this Zoning Certificate is Void.

(Stamp of Approval)

Zoning Administrator

I. Application

The Zoning Administrator shall only accept a complete application prior to approval of a Zoning Certificate of Compliance. All information shall accurately describe the property, building, existing and intended uses and shall be accompanied by an acceptable site plan and building plans accurately drawn and to a reasonable scale.

II. Site Plan

The site plan prepared by a licensed surveyor or licensed civil engineer and shall clearly illustrate the following minimum requirements, unless waived by the Zoning Administrator. A drainage & grading site plan showing actual and final elevation are ABSOLUTELY required for ALL NEW HOMES. Site plans shall show:

- Actual *dimensions of the lot*, including all easements and utilities.
- The exact *size and location of all buildings and structures*, including the septic tank, well, leach bed, in regards to the front, side, and rear lot lines.
- The exact *size and location of all proposed changes*, additions or modifications to the property.
- The existing and *intended use* of all parts of the land or buildings.
- Final elevations and final floor levels for all new homes are required on site / building plans.
- Inter-agency review should address the provisions for:

1. Water & Wastewater Treatment (County Health Dept., OEPA)

A letter or other documents indicating approval from the Franklin County Board of Health and/or the Ohio Environmental Protection Agency, as directed by the Zoning Administrator.

2. NPDES II - Stormwater Management (County Soil & Water District)

A letter indicating review and recommendation by the Franklin County Soil and Water Conservation District and/or Franklin County Drainage Engineer, as directed by the Zoning Administrator. Driveway and yard tiles can be installed by Jackson Township in accordance with Township Policies.

3. Grading Plan (Engineer / Surveyor)

A plan prepared by an engineer or surveyor showing any and all impacts to surface drainage from the proposed development as directed by the Zoning Administrator.

4. Landscape Plan

A detailed landscape plan prepared by a landscape designer, as directed by the Zoning Administrator.

5. Affidavit

A sworn and notarized Affidavit as directed by the Zoning Administrator.

III. Other Information

Any other information with regard to the lot, the proposed structures or uses and neighboring lots as may be necessary to determine and provide for enforcement of the Jackson Township Zoning Resolution.

IV. Notary

The Certificate of Zoning Compliance must be notarized. During regular office hours, a Notary Public is available. The Jackson Township Zoning Office is open **8:00 am to 4:00pm, Monday thru Friday**.

V. Fees

A check or money order made payable to "Jackson Township Fiscal Officer"

Residential Permits \$35.00 (\$20.00 For Permits not requiring Building Dept. review or permits)

Commercial Properties \$75.00 + \$15.00 per every 1,000 sq.ft. of building structure or portion thereof.

VI. Approval

An Approved Certificate of Zoning Compliance shall be **valid for a period of six (6) months** from the date of issuance. Construction must start within six (6) months from the date of issuance; else the Certificate of Zoning Compliance is Void. Work described in the Certificate of Zoning Compliance must be **substantially completed within one (1) year and in the manner indicated in the site plan** from the date of issuance or be revoked upon written notice of the Zoning Administrator.