

VILLAGE OF JEFFERSONVILLE

8 N. MAIN ST.

JEFFERSONVILLE, OHIO 43128

740-426-8881

MONDAY-FRIDAY 7:00 AM - 4:00 PM

ZONING OFFICIAL/BRYAN RILEY vajeffersonvilleoh@gmail.com

ZONING CERTIFICATE APPLICATION

DATE _____

Property Owner's Name	_____
Site Address	_____
Mailing Address	_____
Phone Number	_____
Contractor's Name	_____
Phone Number	_____

Brief description of the proposed project: (structure to be erected, materials to be used, etc.)

Size of new construction:

Height: _____ Dimensions: _____ Sq. Footage: _____

Legal description of property. Please attach a legal description of the property, as recorded in the Fayette County Recorder's Office. (Fayette County GIS Map acceptable)

Zoning District: _____

Required attachments: Plans for project showing dimensions of entire property (including frontage), location of all structures (existing and proposed), distance to property lines. Plans for water or sewer, if applicable. Number and dimensions of

existing and proposed off-street parking or loading spaces, if applicable. Any other material requested by the Zoning Inspector. Work must begin within six months from date of approval.

Zoning Fee must be paid to receive Permit. All fees are non-refundable and non-transferable.

I certify that all information provided in this application is true and correct. If the Applicant is not the Property Owner, I certify and say that the Property Owner is aware of this Application and concurs with its submission.

Applicant Signature _____ Date _____

OFFICE USE

Date of Action on Application _____ **Application Fee:** _____

Fees: \$1 per thousand

Minimum: \$50

Max. Residential: \$100

Max. Commercial: \$500

Approved _____ **Denied** _____

If denied, reason for denial:

Zoning Inspector: _____

ZONING CHANGE OR ZONING APPEALS

If you wish to appeal this decision to the Village of Jeffersonville appeals board, please be advised that a zoning appeal must be taken within 21 days. Any questions to this matter should be directed to the office.

Fees: Zoning Appeal:	\$50
Zoning Change:	\$100

I/we desire to request a _____ zoning appeal or a _____ zoning change for the mentioned reason(s) of the Zoning Official.

Signature of applicant

Date

TYPICAL SITE PLAN

Site plans are required by both the Zoning and the Building Department Regulations. The purpose of a site plan is to provide accurate information for zoning and building officials to make a proper determination of compliance with the codes. The site plan may not only be used for Zoning and Building codes, but also for Subdivision Regulations, Flood Plain Management, Health Department Codes, and Driveway Permit Regulations by the County Engineer, etc. Accurate information of property lines, Right of Ways (ROW), easements, and set backs avoid future litigations and provide detailed information to homeowners as well as future homeowners.

Location of the items below in relationship to an approved well, septic tank and leach field is critical. A change in location of any of the below items which would encroach upon said well, septic and leach field, could result in the disapproval for building on the property. Lack of compliance with the site development plan may result in 1) the Certificate of Occupancy not being issued, 2) voiding the zoning permit, 3) voiding the building permit, or 4) all the above.

The following information **MUST** be on the **SITE PLAN**. (Check if applicable and completed)

1. ___ Owner's name and ___ address
2. ___ Property boundary dimensions, and ___ property acreage
3. ___ ROW width of road in front (May be obtained from the Fayette County Engineer's office at 740-335-1541)
4. ___ All structures, garages, pole barns, sheds, swimming pool, porches, carports etc. with distances from each other and property lines
5. ___ Building construction line with set back at front, sides and rear
6. ___ All utility and drainage easements shown on deeds
7. ___ Location and distances to structures of ___ Septic Tank, ___ Well
8. ___ Location of driveways and walks
9. ___ Show appropriate scale for the size of the page of drawing and ___ North arrow
10. ___ Provide copy of "plat map" from the County Engineer Map Room at the third floor of the County Administration building at 133 S. Main Street, Washington C.H.

Additional requirements (If applicable):

___ Topography Survey with the 100 year floodplain contour, ___ Base Flood Elevation (BFE) Certificate approved by the Flood Plain Manager, ___ and lowest floor elevation of new structure, and/or a ___ Developmental Permit from Flood Plain Manager.

See the reverse side for an example of a typical Site Development Plan
(Attach this document to the zoning and/or building permit application)

DOCUMENTS REQUIRED FOR ZONING AND BUILDING PERMITS

(Check if you have the documents)

1. ___ Typical Site Plan
2. ___ Property address from county engineer's office (335-1541)
3. ___ Driveway permit from county engineer's office (335-1541)
4. ___ Driveway or sign permits from state ODOT on State and US highways
(From local ODOT Highways Department on US 22 SW 335-1800)
5. ___ Health Department well permit (335-5910)
6. ___ Health Department septic/leach field/aerator permit (335-5910)
7. ___ If Commercial, drawings must bear an original Architect or Engineer Seal, including site plan

SAMPLE SITE PLAN

