

Village of Metamora Application for Zoning Permit

Property Owner: _____ Home/Cell Number: _____

Property Address: _____

Mailing Address: _____

Subdivision: _____ Parcel Number: _____

Existing Use: _____ Zoned As: _____

Lot Dimensions: _____ Lot Area: _____

Number of Units: _____ Proposed No. of Units: _____

Construction: (Check all that apply)

_____ New Principal Building _____ Addition _____ Demolition

_____ New Accessory Building _____ Private Pool _____ Sidewalk

_____ Alteration _____ Fence _____ Other

Describe use for Other: _____

Dimensions of Current Principal Building: _____ Height: _____

Dimensions of Proposed Structure: _____ Height: _____

Proposed Number of Off-Street Parking Spaces: _____ Est. Cost: _____

Application requires attached plans drawn to scale depicting lot shape and dimensions, as well as all structures currently present and proposed, building dimensions, including height, distance from lot lines as well as dimension and placement of parking spaces. Additional information may be required as requested by the zoning inspector. See page two (2) for details on requirements.

The applicant hereby certifies all information on this form and attachments are true and accurate.

Signature: _____ Date: _____

If marked approved by the Zoning Inspector, an official zoning permit will be issued. Permit may be picked up at the Village Office and fee paid at that time. Permit must be posted during construction. The official permit shall not be considered a Certificate of Occupancy. Permits are void if construction is not begun within six months or completed within one year of issuance.

Contact Ohio Utilities Protection Service (OUPS) at 1-800-362-2764 to locate buried utilities at least 48 hours before any excavation.

OFFICE USE ONLY

Date Received: _____ Date Action Taken: _____

_____ Approved Zoning Inspector Signature: _____

_____ Denied Reason for Denial: _____

Fees payable to the Village of Metamora once the application has been approved and permit has been issued. Permit must be displayed during construction.

Permit Fees	
Accessory Items	\$20.00
Additional Lots	\$30.00
Appeal	\$50.00
Commercial, Industrial	\$125.00
Driveways and Curb Cuts	\$20.00
Fences	\$20.00
Multiple Family Dwellings	\$60.00
Planned Unit Development	\$150.00
Pool (over 24" deep)	\$20.00
Signs	\$20.00
Single Dwelling Additions	\$25.00
Single Family Dwelling	\$50.00
Two Family Dwelling	\$50.00
Zoning District Change	\$75.00

ZONING REQUIREMENTS FOR ISSUANCE OF PERMIT

1. Stake the area to display the location of the building, fence, sign or additions.
2. Have your property lines identified (staked out).
3. Provide a site plan, drawn to scale (preferably), showing the location and use of proposed and existing building, fences, signs, etc. (see sample below).
4. In front yards or alleys, begin measuring from the right-of-way.
5. Provide address and telephone number.

