

**VILLAGE OF GIBSONBURG
ZONING PERMIT INFORMATION
FOR NEW RESIDENTIAL CONSTRUCTION**

1. Standards:

- a. All electrical construction must meet minimum standards for the national or state (whichever is the most stringent).
- b. All plumbing construction must meet minimum standards for the national or state (whichever is the most stringent).
- c. All residential construction must meet minimum standards for the national or state (whichever is the most stringent).
- d. All other construction (Non-Residential/Commercial/Industrial) must be approved by the Sandusky County Commercial and Industrial Building Code Department (419-333-6907).

2. Zoning Permit:

- a. Zoning Permit **MUST** be issued prior to the start of construction. Failure to obtain one is a violation that may result in a fine of up to \$500.00.

3. Septic Systems: Single Family Residence (Multi-family, commercial and industrial customers must contact the Village Administrator for information)

*****The location of the septic system must be approved by the Village of Gibsonburg prior to the start of new construction.*****

a. Responsibilities.

Property Owner

- (a) The original septic tank is installed at the property owner's expense.
- (b) Septic lines from the house to the tank and from the tank to the main sewer line are the property owner's responsibility.
- (c) The property owner is responsible for:
 - [1] Replace and maintain the septic tank when it has been built over or around in such a manner it makes it difficult to get to.
 - [2] Replace a septic tank when it is under a driveway or someone has driven over the septic tank.
 - [3] Relocate the septic tank if it has been built over or because the property owner

wants to build an addition to an existing building.

Village of Gibsonburg

- (a) Septic tank maintenance (cleaning).
- (b) Replace septic tank, if needed due to normal wear.

b. Septic tank, Minimum Specifications: Single Family Residence

(1) General Information:

1,500 gallon rectangular tank.

Minimum height of tank five (5) feet.

Concrete 7 bag mix.

(2) Lid.

- (a) Four (4) inches thick.
- (b) Eight (8) one half inch rebar (equally spaced apart) tied together. (Example: The rebar could have a grid work on two (2) foot centers.)
- (c) Opening for clean out should be a minimum of 12 inches with a lid.
- (d) Riser must be of large enough diameter so clean out lid can be removed for maintenance. The bottom of the riser must be grouted in with mortar. The top of the riser and riser lid must be at **final grade of landscaping**. The lid is to be sealed with tar.

(3) Tank.

- (a) Tanks must be no more than **12 to 18** inches below final grade.
- (b) Two and half inch (2 ½") wall and bottom thickness.
- (c) Use steel mesh reinforcement on sides and bottom.
- (d) Use steel ties to reinforce sides and bottom.
- (e) Joint between the tank and tank lid must be sealed with tar.
- (f) Tank must be properly installed. Outlet should be lower than inlet.
- (g) Accessible septic tank cleanouts at both ends of tank.

- (h) Line cleanouts should be placed just outside the house and at outlet end of septic to facilitate future cleaning.

4. Sewer tap

- a. **The sewer tap fee is \$1,500.00. This must be paid at the time the Zoning Permit is submitted.**
- b. A Village employee is required to be present to **inspect** the tap when final connection is made at the main sewer line. This must be done during normal business hours (Monday through Friday from 7:30 A.M. until 3:00 P.M.). If not during normal business hours the property owner must pay the minimum overtime for the Village employee to inspect the connection. This payment must be paid in advance at the Village Hall. Usually around \$50.00.
- c. Sump pumps and down spouts are not permitted to be hooked into the sewer line. Sump pumps and down spouts must be run out on the lawn.
- d. All plumbing related to drainage tile sump pumps and down spouts must be inspected by the Village of Gibsonburg to make sure neither is connected to the sanitary system.
- e. Sump pumps and down spouts may be connected to a totally separated storm water system.
- f. Sewer Tap must be a booted connection free of any leaks. Connection of lines to septic tank must be made in a manner to eliminate any leaks.

5. Water Lines

- a. Pipe/Line.
 - (1) Standard water line will be 3/4 inch.
 - (2) Customer can use (K) copper or plastic pipe. If plastic pipe is used, it must be continuous run from the shut-off at the curb to the meter (no joints).
 - (3) Any water line larger than 3/4 inch must be approved by the Village of Gibsonburg. Additional charges will be assessed for added cost of meter and equipment.
- b. Water Meter.
 - (1) Water meter will be located outside the house or business next to an outside wall.
 - (2) Location of the meter must be approved by the Village of Gibsonburg.
 - (3) Meter, meter attachment, remote read-out, back flow preventer and meter pit will be furnished by the Village of Gibsonburg.
 - (4) The property owner is to install the line and meter equipment to the house.

c. Shut-Off Valve.

The customer is to install a shut-off valve (good quality ball valve) on the customer side of the meter or just inside the house.

d. Responsibilities.

- (1) Customer maintains and repairs the water line from the shut-off at curb or water meter pit to the house.
- (2) Village of Gibsonburg repairs and replaces the meter, meter equipment and remote read-out.

6. **Water Tap.**

a. **The water tap fee is \$1,500.00. This must be paid at the time the Zoning Permit is submitted.**

b. Residential connections of 1" or less may be performed by the Village of Gibsonburg. If tap is installed by a contractor, a village employee is required to be present to inspect the tap when the final connection is made at the main water line. This must be done during normal business hours (Monday through Friday from 7:30 A.M. until 3:00 P.M.). If not during normal business hours the property owner must pay the minimum overtime for the Village employee to inspect the connection. This payment must be paid in advance at the Village Hall. Usually around \$50.00.

7. **Sidewalks.**

a. **Sidewalks are required for any new construction within the Village of Gibsonburg and must be completed within six (6) months of occupancy. Failure to comply by deadline will result in a violation of the Exterior Maintenance Code and potential fines.**

c. Construction.

- (1) All sidewalks shall be constructed on a 6-inch $\frac{3}{4}$ inch compacted gravel fill base.
- (2) All control joints shall be formed, tool or saw cut every 4 feet on a 4-foot walk and every 5 feet on a 5-foot walk.
- (3) Sidewalks may be around trees and other natural barriers.
- (4) Once the base is in, there must be an inspection complete by the Zoning Administrator or his/her assignee before the concrete is poured.

c. Slope.

- (1) All sidewalks constructed or repaired in the village in front of any business block or in front of any vacant lot adjacent to or adjoining any business block, shall extend from the street line to the curb and shall be constructed or repaired with a slope from the street to the curb of 1/8 inch in 12 inches.
- (2) All sidewalks constructed or repaired in front of residential property whether improved or unimproved, shall be constructed to the true line of the street and toward the curb at a slope of 1/8 inch in 12 inches, and shall be consistent with the present width and shall be not less than 4 feet in width. The grass plat or strip between the walk and the curb shall have a slope toward the curb ½ inch in 12 inches.
- (3) The maximum change in grade or any sidewalk is ½ inch per 12 inches of distance.

d. Concrete Depth. The sidewalk shall be constructed of at least 4 inch of exterior concrete and a minimum 5 ½ sac mix air entrained cement with a broomed or swirl finish. When the location of the driveways is known, the thickness of the walk shall be increased to not less than 6 inches and mixed in the proportions as for 4 inch sidewalk.

e. Final. Any changes from these polices shall be made only by the Zoning Administrator/Village Administrator.

8. **Smoke detector:** At least one (1) smoke detector must be installed in the residence prior to occupancy.

9. **Grade Elevations:** All grade elevations for the property (front, rear and side yards) must match those of neighboring properties on all sides.

10. **Deed Restrictions:** There may be Deed Restrictions on a property that differ from the Village of Gibsonburg Zoning Regulations. The property owner is solely responsible for checking their Deed and ensuring that any proposed project meets any Deed Restrictions that may be in effect. The issuance of a Village of Gibsonburg Zoning Permit does not relieve the property owner from compliance with any Deed Restrictions associated with their property.

For more information, the Village Administrator's Office is located at:

Gibsonburg Town Hall, 526 N. Webster Street, Gibsonburg, Ohio 43431.

Phone: (419) 637-2634. Email: m.glotzbecker@gibsonburgohio.org.

Complete Zoning, Planning and Ordinance information for the Village of Gibsonburg can be found online at American Legal Publishing:
<https://codelibrary.amlegal.com/codes/gibsonburg/latest/overview>