



ZONING PERMIT APPLICATION FOR THE VILLAGE OF GIBSONBURG

NOTICE: All blank spaces must be completed. Village of Gibsonburg ordinance requires issuance of a Zoning and New Construction Permit before project or construction is started. VIOLATION may result in a fine of up to \$500.00.

NAME OF APPLICANT: _____

ADDRESS: _____

Phone: _____

Location address of proposed improvements, building or remodeling (if different from above address): _____

Signature of Property Owner: _____

Please show on an attached sheet(s) in actual scale on the lot to be built upon, the size location of existing buildings in relation to the project. **If this is a new house/business, also include the proposed septic tank location, water and sewer lines to the main.**

NAME OF CONTRACTOR: _____

ADDRESS/TELEPHONE: _____

Type of work to be done: ___ New Home ___ Remodeling ___ Addition ___ Fence ___ Pool
___ Garage ___ Other (Shed, etc...)

For new construction, Tap Fees will be collected before issuance of the Zoning Permit unless previous arrangements have been made with Town Administrator. **Water=\$1,500.00, Sewer and Manhole Rehab=\$1,500.00 and Permit (Residential=\$100.00 & Commercial=\$250.00) = \$3,100 (Residential) or \$3,250.00 (Commercial) total.** Manhole rehab is necessary for a credit to allow your home or business to be built and use the sewer plant. Prior to digging any septic system and lines, the Village of Gibsonburg (419-637-7834 or 419-637-2323) needs to be contacted and consulted regarding tank and line placement. A Village of Gibsonburg employee must complete an inspection form during the inspection of the connections when ready to be completed. **All sidewalks and at least one smoke detector must be installed upon completion.**

Approximate date construction will start _____.

Prior to Non-Residential/Commercial and/or Industrial construction commencing, you must contact the Sandusky County Commercial and Industrial Building Code Department at (419) 333-6907 for review and approval.

****Information on reverse side MUST be read and signed****

Approved/Disapproved _____

Category of Permit: _____

Fee: _____

Date Received: _____

Permit Number: _____

Date Issued: _____

Parcel Number: _____

Zoning Inspector: _____

Date: _____

By signing below, Applicant/Property Owner agrees and understands to the following:

1. Zoning Inspector will have access to the property for on-site inspections as needed prior to, during and after construction.
2. **There may be deed restrictions on the property that differ from Village of Gibsonburg Zoning Regulations. I am responsible for checking my deed and ensuring that any proposed project meets any restrictions that may be in effect. Issuance of a Village of Gibsonburg Zoning Permit *does not* relieve the landowner from compliance with said deed restrictions.**
3. **There may be utility and/or ditch easements on my property. I am responsible for knowing if such easements exist (Easement information is available in the Sandusky County Recorder's Office).**
4. **Sidewalk installation is required for any new construction: Residential and/or Commercial and Industrial. Installation must be completed within six (6) months of occupancy.**
5. **All grade elevations for property (front, rear and side yards) must match those of neighboring properties on all sides.**
6. Any fence, structure or planting placed within a utility and/or ditch easement may be subject to damage or removal at property owner's expense in the event that the utility company requires access.
7. **The Village of Gibsonburg has no responsibility for the correct placement of a fence on the applicant's property or misplaced on the neighbor's property.**
8. **Applicant/Property Owner is responsible for the accurate location of all property lines.**
9. Completion date is one (1) year from the date of the permit.
10. Zoning Permit Application is **not valid** and **will not** be approved if it is not signed in the appropriate places on the front and back of the document.

Signature of Applicant/Property Owner: _____