

# Village Of Arcanum, Ohio

104 West South Street – Arcanum, Ohio 45304

## APPLICATION FOR ZONING CERTIFICATE MUST BE OBTAINED PRIOR TO BUILDING PERMIT

OFFICES OF:

Mayor  
937-692-8500

Village  
Administration  
937-692-8500

Municipal Tax  
937-692-8500

Municipal Utilities  
937-692-8565

Planning & Zoning  
937-692-8500

Parks & Recreation  
937-692-8500

Address: \_\_\_\_\_ Date \_\_\_\_\_

Name of  
Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Description of Intended Improvement or Use of Lot or  
Building: \_\_\_\_\_

Zoning Classification of Lot: \_\_\_\_\_

Name and Address of Builder/Contractor: \_\_\_\_\_

### Certification:

I do hereby certify that all statements made herein and any documentation submitted herewith are true and correct to the best of my knowledge and that I am aware of the provisions of the Zoning Ordinance of the Village of Arcanum as they apply to the premises listed above.

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*\*\*

**DO NOT WRITE BELOW THIS AREA FOR OFFICE USE ONLY**

Date payment received: \_\_\_\_\_ If Required: \_\_\_\_\_

Application Fee:\$ \_\_\_\_\_ Water/Sewer Tap Fee\$ \_\_\_\_\_

Method of Payment: \_\_\_\_\_ Method of Payment: \_\_\_\_\_

Receipt Number: \_\_\_\_\_ Receipt Number \_\_\_\_\_

\* Does this lot listed above fall within a floodplain? YES or NO

\* Does this lot listed above fall within a floodway? YES or NO

If yes Flood Insurance Rate Map District: \_\_\_\_\_

Installation of curbs and sidewalks: REQUIRED or NOT

REQUIRED

Does application comply with Zoning Ordinance: YES or NO

If yes, Zoning Certificate No.: \_\_\_\_\_

If no, cite Section (s) and title (s) of the Applicable Zoning Ordinance to which application fails to comply: \_\_\_\_\_

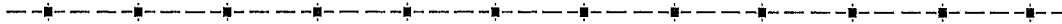
Application reviewed by : \_\_\_\_\_

Fax:  
937-692-5163

Web Site:  
Villageofarcanum.co  
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## INSTRUCTIONS FOR ZONING CERTIFICATE

1. Applicant shall accurately describe the intended use of the lot or lot and building (s). Failure to adequately describe intended use may delay or prohibit issuance of certificate.
2. Applicant shall certify and attest to the truthfulness of the information provided on the application by signature. Failure or refusal to so certify shall constitute grounds for refusal to issue certificate.
3. Prior to submittal of application, markers shall be placed on the lot to identify corners of the lot where lot lines intersect street rights-of way and/or identifying dimensions of proposed buildings. Markers shall be placed on the lot so that inspector may verify compliance with yard and setback requirements.
4. If application is for construction or building modification requiring additional water or sewer taps, water and sewer tap fees must be submitted prior to issuance of Certificate.
5. Each application shall be accompanied by two (2) copies of a site plan of lot identifying lot dimensions and location of proposed building site. Site plan shall be legible and accurate. A minimum sketch contains the following:
  - \* Lot width
  - \*Front yard depth from right-of-way
  - \*Rear yard length
  - \*Side yards width
  - \*Lot depth
  - \*Dimension of building
6. Each application for new construction will be accompanied by two (2) complete sets of drawings. One set will be signed & returned with the attached approved zoning certificate.



SKETCH BELOW