

ZONING CERTIFICATES

Why do I Need a Zoning Certificate?

A Zoning Certificate ensures all construction within Monroe Township complies with its zoning regulations. A Monroe Township Zoning Certificate is necessary to obtain a Clermont County Building Permit.

REQUIREMENTS PRIOR TO CONSTRUCTION OF:

- NEW SINGLE & MULTI FAMILY HOMES
- ACCESSORY BUILDING
- DECKS WITH OR WITHOUT ROOFS
- FENCE
- SIGNS
- SINGLE WIDES THAT REPLACES EXISTING SINGLE WIDES.
- NEW GARAGE
- * MANUFACTURED HOME
- * POLE BARN
- * ROOM ADDITION
- * SWIMMING POOLS
- * SATELLITE DISH
- * COMMERCIAL/INDUSTRIAL BUILDING
- * ROOM ADDITION

The list is not all inclusive but does indicate the most common projects which require a Certificate. Zoning Certificates are not normally required for remodeling projects such as remodeling a kitchen or bath, new windows, or a new roof.

DRIVEWAY PERMITS ARE OBTAINED FROM:

- Clermont County Building Department, or if State Highway – obtain from ODOT.

Items required for a ZONING PERMIT:

1. Application from zoning office or Web Site.
2. Plat of property showing all boundaries of property (tax map office).
3. Show all setbacks from boundaries. Must be a minimum of 10 feet from the property line.
4. Outside view of dwelling or room addition, etc.
5. Copy of legal description (usually in form of a deed).
6. Must have 1,350 square feet of living space (A-1 zoned), 900 square feet (R-1 zoned) minimum floor area.
7. 200 hundred feet at the building line.
8. Parcel I.D. number
9. Make sure to sign the application form.
10. Permit fee for: _____ is \$ _____ (see the Fee Schedule).

If you cannot meet the existing setbacks of the district, you are in, you can file an appeal to the Board of Zoning Appeals for a variance. (See fee schedule for cost to do so).

If you have any questions, please call the zoning department at 513-987-7275.

Please send all information to:
Monroe Township Zoning Department
2828 St. Rt. 222
Bethel, Ohio 45106

Or drop it off at the Township Building drop box located at:
2828 St. Rt. 222
Bethel, Ohio 45106.