

Frequently asked questions:

## **Accessory Structures**

*What is an accessory structure?*

Accessory structures are generally detached garages, storage sheds, gazebos or any building or structure incidental and subordinate to the main use or building.

*When is an accessory structure permit required?*

An accessory structure permit is required prior to constructing, replacing, expanding or moving any detached structure (e.g. shed, detached garage, gazebo) in a residential or agricultural zoning district.

*What do I have to do to receive an accessory structure permit?*

- To receive an accessory structure permit, a zoning permit for an accessory structure application must be completed in full and submitted to the Zoning Department. The permit must show all existing and proposed accessory structures and their sizes.
- If the accessory structure exceeds 200 square feet, floor plans and elevations are required along with the site plan.

*How long will it be until I receive my permit?*

We try to review accessory structure permits while you wait. Call ahead to confirm someone will be available to review your application. Applications left for review will be reviewed in one to two business days. You will be notified by telephone when the application is approved, or if additional information is needed.

*How much does it cost?*

The zoning permit fee for a residential accessory structure is \$40.00. Fees are paid when the application is approved.

*What's the next step?*

A Greene County building permit is required after you receive a zoning permit from the Township. All accessory buildings larger than 200 square feet require a building permit.

*Do I need inspections?*

We need to inspect the site when it is staked, but before concrete is poured. Please call (937)306-0065 24 hours in advance for an inspection.

If you have any questions, please contact the Zoning Department at (397) 306-0065 Monday through Friday, 7:30 a.m. - 3:30 p.m.

## **Fence Permit**

*When is a fence permit required?*

A fence permit is required when erecting or replacing a fence or retaining wall within the City.

*What do I have to do to receive a fence permit?*

To receive a fence permit, a fence permit application must be completed in full and submitted to the Zoning Department. The information provided should be in compliance with the requirements of Section 18.06 of the Zoning Resolution, as summarized below.

*How long will it be until I receive notification?*

We try to review fence permits while you wait. Call ahead to confirm someone will be available to review your application. Applications left for review will be reviewed in one to two business days and you will be notified by telephone when the application has been approved and can be picked up, or if additional information is needed.

## Fence Requirements

### Front Yard

If you are uncertain of the location of your front property line, please see the Zoning Department staff.

- The fence must be set back at least 12 feet from the back of the curb or 25 feet from the center of the street on streets without curbs and gutters.
- The maximum height of the fence cannot exceed 36 inches within the required front yard.
- The fence must be set back at least 25 feet from any street intersection.
- The placement of the fence is not permitted in the public right-of-way and cannot interfere with the visibility from driveways or intersections.
- The use of chain-link, cyclone fencing or similar appurtenances are prohibited in the required front yard.

### Side and Rear Yard

- The maximum height of the fence cannot exceed 6 feet in the side and rear yard.
- The maximum height for fences around a swimming pool or tennis court cannot exceed 10 ft. The minimum height is 6 feet around swimming pools.
- No setback from side and rear property line is required unless there are special easements.

### General

- Electric and barbed wire fences are prohibited in all residential districts.
- Security fences (maximum 8 feet high) are permitted in business and commercial districts.

If you have any questions, please contact the Zoning Department at (397) 306-0065 Monday through Friday, 7:30 a.m. - 3:30 p.m.

## Pools

*When is a pool permit required?*

A pool permit is required for all in-ground and above ground private swimming pools with a diameter of 12 feet or more or with an area of 100 square feet or more.

*What do I have to do to receive a swimming pool permit?*

To receive a swimming pool permit, a zoning permit application must be completed in full and submitted to the Zoning Department. The permit must show the location of the proposed pool.

The information given on this application should be in compliance with the requirements of 18.23 of the Zoning Resolution. (see below)

#### Pool Requirements

- The pool is intended to be used solely for the enjoyment of the occupants of the property on which it is located and their guests.
- The pool may not be located closer than 10 feet to any property line including any pool apron.
- The pool shall be walled or fenced to prevent uncontrolled access by children from the street or from adjacent properties. Any fence shall not be less than six feet in height and any solid wall shall not be less than five feet in height and maintained in good condition with a gate and a lock.
- Pools shall not be located in any required front yard.
- All pools require a Greene County building permit (937-562-7420).
- For information on community or club swimming pools, see 18.23 (2) of the Zoning Resolution.

*How long will it be until I receive notification?*

We try to review pool permits while you wait. Call ahead to confirm someone will be available to review your application. Applications left for review will be reviewed in one to two business days and you will be notified by telephone when the application has been approved, or if additional information is needed.

*What is the next step?*

A Greene County pool permit is required after you receive the zoning permit from the Township.

If you have any questions, please contact the Zoning Department at (397) 306-0065 Monday through Friday, 7:30 a.m. - 3:30 p.m.

#### **Residential Zoning Permit**

*When is a Residential Zoning Permit required?*

A Residential Zoning Permit is required prior to constructing, adding to, moving, or altering any residential building designed for occupancy within the City. Activities such as constructing a new building addition (including attached garages), decks and swimming pools also require this permit. Instructions for swimming pool, decks, fences, and accessory structures are listed above.

*What do I have to do to receive a Residential Zoning Permit?*

To receive a permit, a Residential Zoning Permit application must be completed in full and submitted to the Zoning Department along with one set of architectural construction drawings (including elevations) and three copies of a site plan drawn to scale (e.g. 1 inch = 30 feet). Drainage and erosion control must be shown on the site plan and are subject to review by Greene County Soil & Water.

If your lot is served by a septic system, a copy of the system design, approved by Greene County Health Department must be submitted.

*How long will it be until I receive notification?*

The application will be reviewed in two to three business days and you will be notified by telephone when the application has been approved and the permit has been issued, or if additional information is needed.

*What's the next step?*

Additional permits may be required by other agencies after you receive a permit from the City, as indicated at the bottom of the application form.

If you have any questions, please contact the Zoning Department at (397) 306-0065 Monday through Friday, 7:30 a.m. - 3:30 p.m.