



APPLICATION FOR ZONING PERMIT

City of Sandusky, Department of Community Development, Division of Planning & Zoning

PRINT LEGIBLY and use BLUE or BLACK ink to complete application. All sections must be completed or the application may be returned to you. Complete sections 1 – 9 of the application and submit to the office for approval. A plot or site plan must be attached which shows the location of the fence or shed and its dimensions. The type of fence must also be listed. An example is shown on the reverse side.

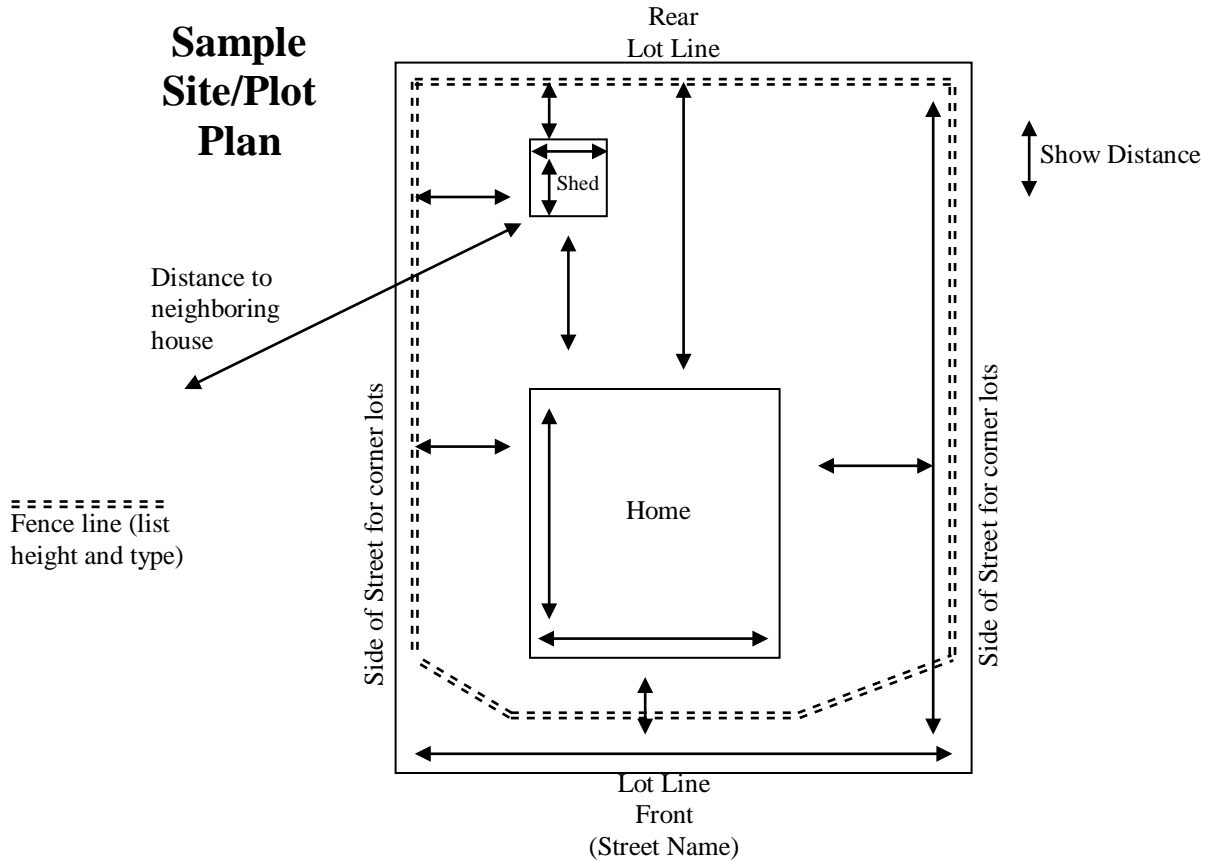
1	Type of Work <i>(check all that apply)</i>	<input type="checkbox"/> Fence	<input type="checkbox"/> Shed	<input type="checkbox"/> Other:	
2	Exact Address of Project:				Type of Occupancy: <input type="checkbox"/> Residential <input type="checkbox"/> Commercial/Industrial
3	Property Owner of Record:				Daytime Telephone:
	Street Address City, State, Zip:				E-mail:
4	Submitter Name: <i>(Contractor: list Company Name & Contact Name)</i>				Daytime Telephone:
	Street Address City, State, Zip:				E-mail:
5	Work will be done by: <input type="checkbox"/> Owner/Occupant <input type="checkbox"/> Contractor				
6	Is this project/building located in a Flood Plain? ___ No ___ Yes, has the flood plan administrator been contacted for requirements? ___ No ___ Yes				
7	List any and all Contractors or Sub-Contractors working on this project not listed above:				
8	Describe the proposed work to be done in sufficient detail to determine compliance with the City of Sandusky's Planning and Zoning Code. Use additional sheet(s) if necessary. A drawing showing the location of your fence and/or shed is required. For fences: list the type and height of the fence. For sheds show the square footage and dimensions. See the back of this form for examples.				
9	I hereby certify that I am the <i>(select one)</i> <input type="checkbox"/> Owner <input type="checkbox"/> Agent for the Owner	<i>And all information contained in this application is true, accurate and complete to the best of my knowledge. I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his/her authorized agent and we agree to all applicable laws of this jurisdiction.</i>			
	Signature	Date	Print or type the name of signer		
If this application is signed by an agent, authorization in writing from the legal owner is required. Where owner is a corporation, the signature of authorization should be by an officer of the corporation under corporate seal.					
The fee for a fence permit is \$20.00 and the fee for a residential shed (under 200 square foot) is \$35.00 Please make checks payable to the City of Sandusky.					
Office Use Below This Line					
Parcel #:		Lot #:		Zoning:	CPA #:
Submittal Date:		<input type="checkbox"/> Walk-in <input type="checkbox"/> Mail <input type="checkbox"/> Fax or email			

Application for Zoning Permit – Instructions

(For reference only – not required for submittal)

Section 1109.03 (d) of the City of Sandusky Planning and Zoning Code states: **“A zoning permit shall be required for the erection of fences, sheds and portable signs”.**

Section 1145.17 (G)(1) of the Code states *“Fences and walls may be permitted along the lines of a side yard to a height of not more than four feet above grade and along the lines of a rear yard to a height of not more than six feet above grade, provided that any fence shall be of uniform design, painted and otherwise well maintained”.*



Side yard is anything from the front line of the house to the rear line of the house.
Rear Yard is anything from the rear line of the house to the rear line of the property.