

VILLAGE OF MILLERSBURG  
ZONING PERMIT

ZONING PERMIT #: \_\_\_\_\_

VARIANCE #: \_\_\_\_\_

C.U.P. #: \_\_\_\_\_

APPLICANT'S NAME: \_\_\_\_\_ PHONE # \_\_\_\_\_

APPLICANT'S ADDRESS: \_\_\_\_\_

PROPERTY OWNER'S NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

SUBDIVISION: \_\_\_\_\_ LOT # \_\_\_\_\_ TAX PARCEL #: \_\_\_\_\_  
(Tax parcel information must be provided, and can be obtained from your property tax bill or by calling the Holmes County Auditor's Office at 674-1896.)

PRESENTLY ZONED: \_\_\_\_\_ PRESENT USE: \_\_\_\_\_ PROPOSED USE: \_\_\_\_\_

CONTRACTOR'S NAME: \_\_\_\_\_ LICENSE NUMBER: \_\_\_\_\_

**BUILDING AND LOT DATA: [A SCALED PLOT PLAN MUST BE PROVIDED]**

BUILDING SIZE: \_\_\_\_\_ HEIGHT: \_\_\_\_\_ LOT SIZE: \_\_\_\_\_

CORNER LOT: YES \_\_\_\_\_ NO \_\_\_\_\_ TYPE OF CONSTRUCTION \_\_\_\_\_  
(home, garage, storage shed, room addition, etc.)

NUMBER OF DWELLING UNITS: \_\_\_\_\_ APPROXIMATE COST OF CONSTRUCTION: \$ \_\_\_\_\_

AREA IN SQUARE FT.: \_\_\_\_\_ CHECK ONE: NEW \_\_\_\_\_ ADDITION \_\_\_\_\_ OTHER \_\_\_\_\_

**YARD SETBACK DEPTHS**

FRONT YARD: \_\_\_\_\_ FT. REAR YARD: \_\_\_\_\_ FT. SIDE YARDS: LEFT \_\_\_\_\_ FT. RIGHT \_\_\_\_\_ FT.

THE PROPERTY OWNER/APPLICANT MUST SUPPLY A LEGAL DESCRIPTION OF THE PROPERTY, AS RECORDED IN THE HOLMES COUNTY RECORDER'S OFFICE. LEGAL DESCRIPTION ATTACHED: YES \_\_\_\_\_ NO \_\_\_\_\_

**PLEASE READ AND VERIFY BY SIGNATURE**

- THE FOLLOWING ITEMS ARE THE APPLICANT/PROPERTY OWNERS RESPONSIBILITY:**
1. ASSURE THAT NO STRUCTURE IS BUILT ON ANY PUBLIC EASEMENT OR RIGHT-OF-WAY.
  2. LOCATE AND VERIFY PROPERTY LINES TO ASSURE THAT THE PLOT PLAN SUBMITTED WITH THIS APPLICATION ACCURATELY REFLECTS THE SETBACK DIMENSIONS FROM THOSE PROPERTY LINES. WHERE COMPLETE AND ACCURATE INFORMATION IS NOT READILY AVAILABLE FROM EXISTING RECORDS, THE ZONING INSPECTOR MAY REQUIRE THE APPLICANT TO FURNISH A SURVEY OF THE LOT. SURVEY MUST BE COMPLETED BY A REGISTERED SURVEYOR AT THE PROPERTY OWNERS EXPENSE.
  3. VERIFICATION THAT THE DEED AND/OR PLAT DOES NOT CONTAIN ANY RESTRICTIONS AGAINST SUCH CONSTRUCTION ACTIVITY.

**BY SIGNATURE, I HEREBY ATTEST TO THE TRUTH AND EXACTNESS OF ALL INFORMATION PROVIDED ABOVE:**

DATE: \_\_\_\_\_ SIGNATURE OF APPLICANT: \_\_\_\_\_  
DO NOT WRITE BELOW THIS LINE

**FEE \$30.00**

FEE COLLECTED: \_\_\_\_\_ DATE: \_\_\_\_\_ BY: \_\_\_\_\_

FLOOD PLAIN: YES \_\_\_\_\_ NO \_\_\_\_\_

SUBDIVISION GRADING PLAN TO BE USED: YES \_\_\_\_\_ NO \_\_\_\_\_

IF APPROVED, THIS PERMIT IS CONDITIONED UPON OBTAINING ALL OTHER REQUIRED PERMITS AND IS VALID FOR A PERIOD OF ONE YEAR ONLY. THIS PERMIT WILL BE REVOKED IF CONSTRUCTION IS NOT COMPLETED WITHIN A ONE YEAR PERIOD.

ON \_\_\_\_\_, THIS PERMIT WAS APPROVED \_\_\_\_\_ REJECTED \_\_\_\_\_

COMMENTS: \_\_\_\_\_

If approved, this is to certify that the structure and/or use named and described in the above application complies with the latest zoning ordinance of the Village of Millersburg.

\_\_\_\_\_  
ZONING INSPECTOR