



APPLICATION FOR ZONING CERTIFICATE

GREENFIELD TOWNSHIP, FAIRFIELD COUNTY, OHIO
(SECTION 519.16 OHIO REVISED CODE)

The undersigned hereby applies for a zoning certificate for the following use, to be issued on the basis of the representations contained herein, all of which the applicant swears to be true.

1. Location of Property _____ Phone _____
2. Name of Land Owner _____ Address _____
3. Occupant _____
4. Proposed use:

<input type="checkbox"/> New Single Family Residence	<input type="checkbox"/> Business Structure
<input type="checkbox"/> New Multi-Family Residence	<input type="checkbox"/> Industrial Structure
<input type="checkbox"/> Addition	<input type="checkbox"/> Sign
<input type="checkbox"/> Accessory Building <input type="checkbox"/> Ag. Building	<input type="checkbox"/> Billboard
<input type="checkbox"/> Garage	<input type="checkbox"/> Miscellaneous Structure
<input type="checkbox"/> Deck	<input type="checkbox"/> Residential Culvert
<input type="checkbox"/> Porch	<input type="checkbox"/> Commercial Culvert
<input type="checkbox"/> Patio	<input type="checkbox"/> Limited Home occupation
<input type="checkbox"/> Solar Energy System	<input type="checkbox"/> Wind Energy Conversion System
- ☐ Pool : ☐ In Ground ☐ Above Ground
5. Site plan or sketch must be attached showing the following dimensions:
 - a. Main road frontage _____ feet
 - b. Depth of lot from center of road or street _____ feet
 - c. Set back from center of road or street _____ feet
 - d. Set back from each side lot line Left side _____ feet
Right side _____ feet
 - e. Set back from rear lot line _____ feet
 - f. Dimensions of structure Width _____ feet Depth _____ feet
 - g. Highest point of structure above established grade _____ feet
 6. Number of Stories _____
 7. First floor square feet _____ (includes, living or business areas, utility areas, porches, garages, breezeways, deck, patio)
 8. Date and number of Sewage Permit, if applicable _____
 9. Date and number of Water Permit, if applicable _____
 10. Any other Remarks: _____

Zoning certificate does not relieve the applicant from the responsibility of obtaining all other required permits and approvals including but not limited to Township Building Permit when applicable, [Fairfield County Building Department \(614\) 863-3099](tel:6148633099) or [\(740\) 652-9495](tel:7406529495). Applicants and owners should also coordinate with utility companies' required easements, right-of-ways and setbacks.

APPLICANT
SIGNATURE: _____ Email: _____

DATE RECEIVED BY ZONING INSPECTOR: _____

APPROVED BY: _____ DATE: _____

GREENFIELD TWP. ZONING INSPECTOR
4663 CARROLL CEMETERY RD NW, CARROLL, OH 43112
(740) 756-9378 MOBIL 740-400-9441 FAX (740) 756-9224
E-mail
zoning@greenfieldtpw.org



GREENFIELD TOWNSHIP ZONING

4663 CARROLL CEMETERY RD.

CARROLL, OH 43112

**The Following Requirements must be met before a Greenfield Twp. Zoning Permit
can be issued**

- 1- DEED AND OR TAX INFORMATION FROM COUNTY COURTHOUSE *
- 2- PLOT WITH NEW RESIDENCE DRAWN TO SCALE WITH SETBACK LINES *
- 3- COPY OF COUNTY HEALTH PERMITS (WELL & SEPTIC) *
- 4- REGIONAL PLANNING COMMISSION FLOODPLAIN PERMIT *
- 5- HOUSE NUMBER OBTAINED FROM COUNTY FROM COUNTY ENGINEERING *
- 6- EXACT CONSTRUCTION AREA MUST BE STAKED OUT BEFORE A PERMIT IS ISSUED *
- 7- IF YOU ARE SEEKING A PERMIT FOR A GARAGE, ACCESSORY BUILDING, POOL (INCLUDING DECK) OR BARN PLEASE SUBMIT A DRAWING INDICATING IN RELATION TO THE HOUSE AND ALL PROPERTY LINES.

* CHECK FOR REQUIREMENTS

QUICK NOTE FOR R-1 APPLICATION:

LOT AREA 1.5 ACRE AND 150 FT ROAD FRONTAGE

FRONT YARD SETBACK (90 FT. FROM CENTER OF ROAD) (110 FT STATE OR FEDERAL ROAD)

- PRIMARY DWELLING: SIDE YARD NO CLOSER THAN 20 FT TO ANY SIDE LOT LINES REAR YARD NO CLOSER THAN 50 FT FROM REAR OF BUILDING TO LINE.
- ACCESSORY BUILDING: SIDE YARD NO CLOSER THAN 15 FT TO ANY SIDE LOT LINES. REAR YARD SETBACK NO CLOSER THAN 15 FT TO REAR LOT LINE

FOR R-1 ZONED ACCESSORY STRUCTURES: SEE ATTACHED **ACCESSORY STRUCTURE GUIDE.**

ALL OTHER ZONING REQUIREMENTS PLEASE REFER TO **GREENFIELD TOWNSHIP FAIRFIELD COUNTY, OHIO ZONING RESOLUTIONS** <https://www.greenfieldtpw.org/pdf/Zoning-Code-Book.pdf>

AFTER COMPLETING THE APPLICATION PLEASE RETURN IT TO THE ZONING INSPECTOR AT 4663 CARROLL CEMETERY RD., CARROLL, OHIO 43112 OR USE THE EMAIL ADDRESS BELOW.

ZONING INSPECTOR HAS 10 DAYS TO APPROVE OR DENY YOUR APPLICATION

PAYMENT WILL BE DUE AT THE TIME OF PICKUP.

MAKE CHECK PAYABLE TO " GREENFIELD TOWNSHIP"

PLEASE CALL IF YOU HAVE ANY QUESTIONS

OFFICE 740-756-9378 or CELL 740-400-9441

E-MAIL zoning@greenfieldtpw.



GREENFIELD TOWNSHIP ZONING

4663 CARROLL CEMETERY RD

CARROLL, OH 43112

GREENFIELD TOWNSHIP ZONING FEES

NOTE: PERMIT COSTS ARE **DOUBLED** IF WORK STARTS BEFORE PERMIT IS ISSUED

UTILITY SHED, 144 SQ. FT. OR LESS (One per residence to the rear of the principal structure and must meet setbacks)	NO FEE/NO PERMIT REQUIRED
ALL STRUCTURES IN A1, A2, R1, R2, R3, MHR	\$.35/SQ. FT.
SWIMMING POOLS (ABOVE GROUND/IN GROUND)	\$60.00/\$180.00
ALL STRUCTURES IN B1, I, HB, LB, PRB, SU, PUD	\$500.00/FIRST 1500 SQ. FT.
Additional footage greater than 1500 sq. ft.	\$.35/SQ. FT.
APPEAL HEARING	\$1200.00
VARIANCE/CONDITIONAL USE HEARING	\$1200.00
ZONING AMENDMENT HEARING	\$1200.00
RESIDENTIAL DRIVEWAY CULVERT/RIGHT OF WAY	\$150.00
COMMERCIAL DRIVEWAY CULVERT/RIGHT OF WAY	\$250.00
MISCELLANEOUS STRUCTURE FEE	\$150.00
SIGNS-LESS THAN 6 SQ. FT	PERMIT REQUIRED/NO FEE
6 SQ. FT. TO 50 SQ. FT.	\$150.00
51 SQ. FT. TO 200 SQ. FT.	\$250.00
BILLBOARDS	\$800.00 PER SIDE
MOVING OF STRUCTURES	\$60.00
SOLAR ENERGY SYSTEM	\$250.00
WIND ENERGY CONVERSION SYSTEMS	\$500.00

Payment is due at the time the Zoning Permit is ready for pickup from the Zoning Inspector.
Please make check or money order payable to Greenfield Township.

Updated: 9/18/2024



GREENFIELD TOWNSHIP ACCESSORY STRUCTURE GUIDE FOR ZONE R-1

Greenfield Township Zoning Resolution Dated July 31, 2024

This document applies only to accessory structures in the R-1 (Rural Residential) zoning district. Keep this handy reference as you work with your Contractor and Zoning Inspector in making sure that you meet all the zoning requirements for your accessory structure. If you cannot meet these requirements, you can always apply for a Variance. The application is on our website [at this address](#) and the fee is \$1,200. A variance is not a done deal, you will appear before the Board of Zoning Appeals and you will need to provide evidence and logical reasons for your request.

SECTION 310 - (R-1) RURAL RESIDENTIAL DISTRICT

310.06 Development Standards

D. Minimum Side Yard Width

Twenty (20) feet for principal structures and fifteen (15) feet for accessory structures.

E. Minimum Rear Yard Depth

Fifty (50) feet for principal structures and fifteen (15) feet for accessory structures.

SECTION 415 - ACCESSORY USES AND STRUCTURES

415.03 Breezeways and Accessory Structures on Residential Parcels

B. General Requirements of Permitted Residential Accessory Structures

1. A Zoning Certificate shall be required prior to the erection, addition, or alteration of an accessory structure or use on any lot.
2. Location and Setbacks: All new accessory structures or additions to existing accessory structures shall meet all setback requirements for the applicable Zoning District in which the structure resides.
3. Prohibited Uses: No commercial uses shall be conducted within an accessory structure unless otherwise approved as part of a permitted Limited or Expanded Home Occupation, defined by Section 415.02, an approved conditional use permit, or commercial/industrial zoning request.

D. Permanent Accessory Structure is defined as a garage, shed, out building, pole barn, or other accessory use structure that is in addition to the Principal Structure. Permanent Accessory structures can be attached, connected, or detached as defined in this division. Additional requirements to be classified as a "Permanent Accessory Structure" are as follows:

1. Shall not be considered part of the Principal Structure.
2. Shall have a permanent concrete slab foundation.
3. Shall be a non-habitable space.
4. Shall be located only in the side or rear yard. The setbacks and lot coverage regulations of the Principal Structure shall be maintained.
5. Shall have the same roof pitch as the Principal Structure.
6. Shall not exceed the maximum roof line height of the Principal Structure.



GREENFIELD TOWNSHIP ACCESSORY STRUCTURE GUIDE FOR ZONE R-1

Greenfield Township Zoning Resolution Dated July 31, 2024

c. Detached Accessory Structure is defined as a free-standing garage, shed, out building, pole barn, or other accessory use structure that has no physical connection to the Principal Structure. Additional requirements for a "Detached Accessory Structure" are as follows:

- i. Shall not be constructed or located on a vacant lot.
- ii. Shall be a minimum distance of ten (10) feet between the new accessory structure and any other structure, whether principal or accessory. Measurements are to be made from roof overhangs.
- iii. Shall be located only in the side or rear yard. The setbacks and lot coverage regulations of the Principal Structure shall be maintained. Shall have at least the same Front Yard Setback as the primary residence.
- iv. Shall not exceed a maximum height of twenty (20) feet, or seventy-five (75) percent of the height of the home, whichever is greater.
- v. Shall require one (1) additional foot of side setback for every foot of height over seventeen (17) feet.
- vi. The total area shall not exceed two percent (2%) of the area of the lot on which the structure or use is located, or a maximum of four thousand (4,000) square feet, whichever is smaller. These area requirements shall not apply to lakes and ponds. Aggregate 2% of the total area of the lot is calculated by first multiplying the lot acreage listed on the Fairfield County Auditor's Property Record Card times 43,560 to convert the lot area to square feet. The lot area in square feet is then multiplied by 0.02 to determine the aggregate 2% of the total area in square feet.
- vii. Shall have at least one (1) foot of overhang on each side of any Detached Accessory Structure over six hundred (600) square feet.

Reference: <https://www.greenfieldtwp.org/pdf/Zoning-Code-Book.pdf>



GREENFIELD TOWNSHIP ROAD DEPARTMENT

4663 Carroll-Cemetery Road NW, Carroll, Ott 43112
Office: (740) 756.4930 Fax: (740) 756-4169
Road Right-of-Way Policy

Right-of-Way Permit

No work shall be *done* or object placed within the Right-of-Way of a Greenfield Township road without the permission of the Greenfield Township Trustees. Large rocks, personalized mailboxes, and other such obstacles become liabilities in accidents resulting in injury or death. Permission can be obtained from the Trustees at a regular 'Trustees Meeting,

Culvert Driveway Page

The culvert pipe shall be a minimum of 16-gauge, galvanized corrugated metal or double walled plastic (*if approved*) pipe, a minimum of 12-inches in diameter or larger if determined by the Road Superintendent, and shall be a minimum of thirty-feet in length. Appropriate bands shall be used to join the necessary sections of pipe to prevent displacement,

After the existing vegetation is removed from (the roadside ditch, the culvert shall be under laid with two inches of gravel and covered with sufficient gravel so the completed installation will provide for drainage of water away from the existing township road pavement.

Drainage

Drainage into the Right-of-Way ditch shall be by permit only. Drainage of treated effluent shall be as a last resort only, and the permit application must be accompanied with a letter from the Fairfield County Health Department, stating that no other reasonable option is available,

Driveway Design

Driveways for commercial vehicles to back out. onto (he public highway shall not be permitted. Concrete driveways within six feet of the edge of the road pavement are permissible as long as they are at least one-half inch below the road pavement as measured along the grade of the existing slope of the road

Planting

No planting other than grass shall be allowed from the centerline of the road, back thirty-feet.

Rural Mailbox

Mailbox supports must be in accordance with the current ODOT Design Manual. Support for rural mailboxes must be of the "breakaway" type. Standard supports are a 4-inch by 4-inch square timber post, a 4¹/₂-inch round timber post, or a maximum 2-inch dia. metal post of standard wall thickness (2 and 3/6-inch O.D.). The front leading edge of the mailbox must be at least 2¹/₂-feet from the traveled edge of the pavement. At no time shall a mailbox support be encased in concrete.

Fences and Walls

New fences/walls are not permitted in the right-of-way. Minor repairs of existing fences/walls may be permitted. More extensive repairs shall be considered replacements and the fence/wall shall be relocated outside the right-of-way. Any fence wall within *the* clear zone or construction limits of a project shall be removed at such time other hazards on the road are being addressed in a comprehensive manner. Assistance may be provided by township forces in removing fences/walls. If existing fence/wall was installed prior to the inception of the permit process (July 1, 2003), the township may provide assistance in locating the right-of-way. The township will not be liable for the removal of the fence/wall.

NOTIFY THE ROAD DEPARTMENT BEFORE ANY WORK IS STARTED,



OFFICE of the GREENFIELD TOWNSHIP ROAD DEPARTMENT

4663 CARROLL CMETERY RD, CARROLL, OH 43112

PHONE: 740-756-4930, FAX: 740-756-4169

roadcemetery@greenfieldtwp.org

PERMIT TO UTILIZE TOWNSHIP ROAD RIGHT-OF-WAY

PERMIT #:

TYPE: ☐ LANDOWNER

☐ PUBLIC UTILITY

☐ NON-PUBLIC UTILITY

Permittee:

Subject to all of the terms, conditions, permit requirements and restrictions listed within this permit, the Permittee listed above is authorized to perform the work described in Description of Work at the locations described in Location of Work.

Notification:

- Permittee must notify the Greenfield Township Road Dept. (GTRD) within 48 hours of the beginning of work authorized within the permit and upon completion of work. Additional notification may be required during duration of work as deemed necessary by the FCEO.
- Prior to any excavation in the highway right-of-way, the Ohio Utilities Protection Service (OUPS) must be contacted in accordance with ORC Section 3781.25 to 3781.32. OUPS can be reached at 1-800-362-2764.

Location of Work:

Description of Work:

Liability: Permittee herein understands and agrees to hold Greenfield Township, Fairfield County Ohio, harmless and agrees to indemnify Greenfield Township Fairfield County, Ohio, from any and all liability of whatever kind and nature which may arise as a result of Permittee's activities within the rights-of-way of Greenfield Township Fairfield County.

Maintenance Responsibility: All future maintenance responsibilities for this work are the responsibility of the Permittee, forever.

At all times, this permit is to be in the possession of the person in charge of the work at the location work is being performed and is to be shown upon request to the Greenfield Township Road Dept. or his/her designee. Non-compliance may result in this permit being rescinded.

This permit is valid only until _____ and only for the work described in Description of Work at the locations described in Location of Work.

Project approved by: _____

Tom Shafer

Date: _____

Township Inspector use only: Inspector: _____

Approved _____ Not Approved _____

Comments: _____

Permit #

Twp

Sec #

Sec #



GREENFIELD TOWNSHIP FIRE DEPARTMENT

Dear Resident,

When you have an emergency at your house, be it a loved one experiencing a heart attack or a clothes dryer on fire in your basement, *TIME will* be the major determining factor in how we *can influence* the outcome. One of the biggest problems we encounter on an emergency run *is* finding the correct location. When people place their address on their home or on their mailbox, they seem to always place it so it *can* be seen in the direction the mailman approaches. This is great for the postal service, as they are driving very slowly, and *usually* stopping at every home. We, on the other hand, are usually in a hurry, and need to be able to spot *an* address from a distance. We also may not be coming down the street in the same direction the mailman does. The remedy for this problem is for each homeowner to place a green, reflective address sign in a prominent location on their property where the *numbers* are on both sides *and* can be seen from both directions. This can be placed on a mailbox pole or a separate pole. These signs are available at our fire station for \$7.00. This is our cost for the signs. In the interest of public safety, we sell them at our cost.

I highly recommend the use of these signs, as they are the best way to help us find your home when you need us *most*.

Please call or stop in at the station for more information or to get your sign.

Thank you,

Greenfield Township Fire Dept.
Phone (740) 756-4644
Fax (740) 756-7880