

# APPLICATION FOR ZONING CERTIFICATE

PLEASANT TOWNSHIP TRUSTEES  
10507 OLD TILE FACTORY RD  
VAN WERT, OH 45891  
PER OHIO REVISED CODE SECTION 519.16

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*FEES EFFECTIVE JANUARY 11, 2017*

FEE FOR: \_\_\_\_ BUILDING (500 sq.ft./ less or other=\$100) APPLICATION FEE AMOUNT: \$ \_\_\_\_  
(501 sq. ft. + = \$300)  
\_\_\_\_ VARIANCE HEARING\* (\$500.00) DATE PAID: \_\_\_\_\_  
\*additional form required RECEIPT # \_\_\_\_\_

**Checks payable to "Pleasant Township Trustees"**

**THIS CERTIFICATE IS VALID FOR ONE YEAR FROM DATE OF ISSUANCE**

The undersigned hereby applies for a zoning certificate for the following use(s). Said certificate to be issued on the basis of the representations contained herein:

1. LOCATION OF PROPERTY: \_\_\_\_\_
2. NAME OF OWNER: \_\_\_\_\_ PHONE: \_\_\_\_\_
3. OWNER'S ADDRESS: \_\_\_\_\_
4. OCCUPANT: \_\_\_\_\_

PURPOSED USE:

- \_\_\_\_ New Construction      \_\_\_\_ Business      \_\_\_\_ Remodeling      \_\_\_\_ Manufacturing  
\_\_\_\_ Accessory Building      \_\_\_\_ Sign Board/Size \_\_\_\_\_      \_\_\_\_ Residence (# of families \_\_\_\_\_)  
\_\_\_\_ Other (explain): \_\_\_\_\_

**\*\*A sketch of lot showing existing building(s) and proposed construction or use for which this application is made will need to be filled in on page 2 or attached separately. Please indicate North (N) on any diagram.\*\***

FILL IN DIMENSIONS FOR: (setbacks are for A1/R1 zoned property only. See separate list for Commercial/Industrial)

- A. Main road frontage \_\_\_\_ feet (minimum of 150 ft. required)
- B. Set back from center of road right of way \_\_\_\_ feet (minimum 90 ft. required)
- C. Side yard(s) clearance \_\_\_\_ feet/\_\_\_\_ feet (minimum 20 ft. required from adjoining property line)
- D. Rear yard clearance \_\_\_\_ feet (minimum 30 ft. required)
- E. Depth of lot from right of way \_\_\_\_ feet
- F. Dimension of building WIDTH \_\_\_\_\_ DEPTH/LENGTH \_\_\_\_\_ Square Footage \_\_\_\_\_
- G. Highest point of building above the established grade \_\_\_\_ feet.

Building use: \_\_\_\_\_

Number of stories \_\_\_\_ Basement: yes no

Useable floor space (designed for use as living quarters), excluding basement, porches, garages, breezeways, attics or partial stories: FIRST FLOOR \_\_\_\_\_ SECOND FLOOR \_\_\_\_\_ OFF STREET PARKING \_\_\_\_\_

DIAGRAM (can attach on separate sheet if needed)



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Drainage plan review required \_\_\_\_ yes \_\_\_\_ no

IF YES, LANDOWNER MUST MAKE APPOINTMENT FOR SUCH REVIEW BY CONTACTING THE VAN WERT SOIL AND WATER CONSERVATION DISTRICT, 1185 PROFESSIONAL DR. VAN WERT, OH 45891, PHONE: 419-238-9591

This application and sketch of drainage plan will be required for the SWCD review.

Approved: \_\_\_\_\_  
Soil and Water conservation District

Date: \_\_\_\_\_

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**VAN WERT COUNTY HEALTH DEPARTMENT 419-238-0808: APPROVAL FOR SEPTIC AND WELL (new housing only):**

Septic Permit # \_\_\_\_\_

Well Permit # \_\_\_\_\_

Date Issued \_\_\_\_\_

Date Issued: \_\_\_\_\_

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Approximate Value \$ \_\_\_\_\_ (related to construction outlined in this application)

By signing below I understand that I shall hold harmless the Township Trustees, Clerk of Pleasant Township and the Van Wert Soil and Water conservation District and/or their representatives from any and all liability associated with actions resulting from this application, review of said application and subsequent approval/denial.

**Your signature also indicates you have received and read the Acknowledgement for Work within the Right of Way that is attached to this application.**

Signature \_\_\_\_\_  
Owner or Contractor

Date: \_\_\_\_\_

Address: \_\_\_\_\_

FEE PAID: \_\_\_\_\_

APPROVED BY \_\_\_\_\_  
Pleasant Township Zoning Inspector

DATE: \_\_\_\_\_

LOCATION \_\_\_\_\_

NAME	ADDRESS	PHONE #
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General Contractor \_\_\_\_\_ Phone # \_\_\_\_\_

Address: \_\_\_\_\_

List all subcontractors:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

(Any additional subcontractors can be listed on back of this page)

Describe the work to be completed:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The undersigned will be performing the type of work identified above.

**The landowner is responsible to furnish survey pins for measurements of setbacks and if necessary to be surveyed by a licensed surveyor.**

**WORK WITHIN ROAD RIGHT OF WAY WHICH CAN INCLUDE MAILBOXES, DRIVEWAYS:**

PLEASANT TOWNSHIP HAS ADOPTED THE VAN WERT COUNTY ENGINEERS OFFICE "SPECIFICATIONS AND MINIMUM STANDARDS FOR PERFORMING WORK WITHIN ROAD RIGHT-OF-WAY LIMITS IN VAN WERT COUNTY" AND ALL WORK WITHIN TOWNSHIP ROAD RIGHT-OF-WAY MUST CONFORM TO THESE STANDARDS. COPIES AVAILABLE.

**ALL DRIVEWAYS MUST HAVE A PIPE. CONTACT PLEASANT TOWNSHIP ZONING OFFICE FOR MORE INFORMATION.**

IF ADDRESS FOR CONSTRUCTION IS ON A COUNTY ROAD, CONTACT THE VAN WERT COUNTY ENGINEERS OFFICE PHONE: 419-238-0210) FOR APPLICATION TO WORK WITHIN THE ROAD RIGHT-OF-WAY LIMITS.

**SEE SPECIFICATIONS AND MINIMUM STANDARDS FOR PERFORMING WORK WITHIN THE ROAD RIGHT-OF-WAY LIMITS IN VAN WERT COUNTY FOR MAILBOX SPECIFICATIONS.**

**PLEASANT TOWNSHIP  
10507 Old Tile Factory Rd  
Van Wert, OH 45891  
419-238-4690**

**Acknowledgement for ANY work/excavation in the public right of way on township roads**

**Rules for tapping into/using road drainage tile in the public right of way**

Per the rules adopted by the Pleasant Township Board of Trustees on January 9, 2013 no land owner or contractor shall perform ANY work within the right-of-way limits of a township road unless an application for work within the road right-of-way has been filed and approved by a representative of Pleasant Township.

The application and rules for work within the public right-of-way should be filed a minimum of 7 days prior the time contemplated to commence work at any crossing.

The Application for Work within the Public Right-Of Way for Township Roads is available upon request from Pleasant Township. ***THERE IS NO FEE FOR THIS APPLICATION OR PERMIT.*** If the property involved is located on a County Road, you will need to contact the Van Wert County Engineers office (see below) for a permit to perform work in the public right of way:

Van Wert County Engineers Office  
1192 Grill Rd. Van Wert, Ohio 45891  
Office Hours  
Monday-Friday 7:00 AM - 3:30 PM  
Phone: 419-238-0210  
Fax: 419-238-6372

**ADDITIONAL RULES RELATED TO WORK PERFORMED IN PUBLIC RIGHT OF WAY ON TOWNSHIP ROADS**

- Under no circumstances is a sanitary or septic system outlet to be tied into any drainage tile and/or road tile in the public right of way of any township road.
- Work in the right of way also includes the installation of a mailbox and a mailbox approach
- All residential/commercial/industrial and field drives **will require a drive pipe** unless it is determined by Pleasant Township that based on existing ditch conditions no pipe is necessary.
- The landowner or contractor must receive written approval through the application for work within the public right of way prior to connecting any other drainage outlet to drainage tiles in the public right of way. This can include pond overflow outlets and downspout outlets or any other drainage outlets from a residential, commercial or industrial property. ***Please keep in mind that Pleasant Township is under no obligation to provide an outlet for private property drainage related tiling and each application will be reviewed on a case by case basis.***

## **SPECIFICATION AND INFORMATION CONCERNING MAILBOXES AND RESIDENTIAL/FIELD DRIVEWAYS FOR PLEASANT TOWNSHIP, VAN WERT COUNTY**

Effective January 9, 2013 Pleasant Township has adopted the same rules, regulations and standards as used by the Van Wert County Engineers Office for work performed within the right-of-way on all Township roads. ALL WORK WITHIN THE RIGHT-OF-WAY OF ANY TOWNSHIP ROAD REQUIRES A PERMITS AND THIS INCLUDES DRIVEWAYS AND MAILBOX/MAILBOX APPROACHES. There is no fee for this permit.

Some of the requirements are:

All driveways will require a smooth bore concrete, metal, plastic or PVC pipe and size will be determined by the Township.

Shall be constructed so no surface water drains onto the roadway. SEE SPECIFICATIONS FOR WORKING IN RIGHT-OF-WAY.

Surface of the drive may be stone, concrete or asphalt. However, in each case the edges of the surface shall be sloped down as not to catch the blade of a snow plow. This sloped edge shall continue back the ditch flow line.

All areas where the vegetation has been disturbed or destroyed, the contractor(s) shall fertilize and seed the disturbed area.

Maintenance: It will be the responsibility of the landowner to maintain the residential or field driveway pipe. The pipe should be installed with sufficient length to prevent the pipe from becoming plugged.

### **MAILBOXES AND APPROACH**

All supports for rural mailboxes shall be of the breakaway type such as a 4 inch x 4 inch wood post, 2 ½ inch standard wall pipe, or any other type of support with equal breakaway characteristics.

All supports shall be a minimum of eight (8) feet off the edge of the pavement, unless otherwise approved by the Township.

Mailbox height and designs shall conform to all U.S. Postal Service Standards.

Approaches shall be a minimum of eight (8) feet wide and seventy (70) feet long. Approaches shall have a minimum of 7 inches of 304 aggregate stone base.

***The above is just a short summary of the specifications for work in the road right of way. For complete details see PLEASANT TOWNSHIP SPECIFICATIONS AND MINIMUM STANDARDS FOR PERFORMING WORK WITHIN THE ROAD RIGHT OF WAY LIMITS.***

### **11.21 DRAINAGE AND WATER REMOVAL**

The Township is not responsible for your water removal. Sewage water, downspouts or surface water should be drained through you own established outlet. A road tile is not to be used for this purpose and will not be tolerated.

In any District and in connection with any use or structure; the owner, lease or user shall provide appropriate drainage. Insofar as possible, all surface waters and drainage shall be disposed of on the owner's or users own property and if not, such waters shall be disposed of so as not to adversely affect the neighboring or adjacent property.

This provision shall not apply to the installation of agriculture field drainage tile.

If the property of others must be crossed in order to comply with this provision, the owner or user shall be responsible for all damage caused thereby and for securing any permission from the owners and shall not connect to or interfere with existing drainage systems on the property of others, unless it is with their approval.

### **11.22 SEWER AND WATER IN NON-PUBLIC SEWERED AREAS**

The Van Wert County Health Department has sole responsibility for household sewage and water systems for non-public sewer areas of Van Wert County.

At this time the following is required:

Any lot on which an individual would like to build a single family dwelling must be at least one (1) acre in size with one hundred fifty feet (150) of road frontage. The lot must be well drained and have no ponds.

Residential uses with a pone require one and a half (1.5) acres.

Pertinent data such as soil suitability, acreage and distancing requirements shall be considered. The Health Department has the final jurisdiction in determining whether or not a lot is permitted to have a sewage system located on it.

## YARE REQUIREMENTS/SET BACKS

A/R District Principle Permitted Uses Conditional Uses	Minimum Lot Size	Frontage (In Feet)	Front Set Back (on date of permit application from centerline of road in feet)	Side least width (in feet)	Rear (in feet)	Maximum % Lot Coverage
Single Family Dwelling	1 acre	150	90	20	30	35
- With Pond	1 ½ acre					
Duplexes ***	1 ½ acres	150	90	20	30	35
Multi-Family Dwelling	1 acre**	150	90	20	30	35
Earth Embankment: edge setback for home		150	90	20	20	35
Churches	2 acres	150	90	20	30	35
Schools- Structure to not require permit. Setback requirements must be met		150	90	20	30	35
Public Parks, Playgrounds: Structures must be at least 300 feet from an existing residence						
Public Buildings			90	20	30	
Class I, Type B Group Residential Facility			90	20	30	
Hospitals	10 acres	200	200	150	100	35
Trailer Camps*, Mobile Home Parks*- Must conform to state regulations						
Agriculture- Permits for structures, at no cost, are required. Setback requirements must be met						
Incidental/Home Business/Home Occupations*						
Cemeteries*	10 acres					
Boarding House*	1 acre	150	90	20	30	35

Nursing/Convalescent Home	10 acres	150	90	20	30	35
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A/R District Principle Permitted Uses	Minimum Lot Size	Frontage (in feet)	Front Setback (on date of permit application from centerline of road in feet)	Side Least Width (In Feet)	Rear (in Feet)	Maximum % Lot Coverage
Utilities- cannot be regulated by zoning						
Trees/Shrubs/Wind Breaks- from adjoining lot line				10	10	
Private Clubs/Lodges*	10 acres	150	90	20	30	35
Commercial Stables*	10	150	90	20	30	35
Veterinary Clinics	5 acres	150	200	300	300	35
Parking- must be approved in accordance with Resolution						

\_\_\_\_\_ Zoning Permit

\_\_\_\_\_ Variance

\_\_\_\_\_ State Permit/Licenses

\_\_\_\_\_ Conditional Use Permit

\_\_\_\_\_ Water/Sewage Permit

\_\_\_\_\_ Local Permits/Licenses

\*\*\* Duplex Dwellings- Shall have a lot size of at least one and a half (1 ½) acres, with an additional minimum (lot size) of at least four thousand (4, 000) square feet per dwelling unit

\*\* Multi Family Dwelling- With an additional minimum one half (1/2) acres in lot size per dwelling unit.

\*Must meet current Health Department regulations on lot size