

Checklist for Zoning Certificate Application

*****ITEMS THAT MUST BE SUBMITTED WITH ZONING CERTIFICATE APPLICATION FOR NEW CONSTRUCTION*****

- Legal ownership to property
- Prior to issuing a zoning certificate for a residential structure, the following permits shall be obtained: septic permit, water permit, public water shall be utilized if available, if public water is not available; a water source approved by Fulton County Health Dept. and a drive permit.
- Fulton Co. Engineer's or Swancreek Township's driveway permit for public road access.
- Copy of septic permit & location map (obtain at Fulton County Health Department 419.337.0915)
- Copy of permit for private water source with location map (obtain at the Fulton County Health Dept.419.337.0915) or application for city water tap (Swancreek Water District 419.822.3656).

Swancreek Township current setbacks and requirements for new construction:

- Minimum of 1-acre lot with minimum frontage of 150 feet.
- New dwelling must be a Minimum of 1200 sq. ft. of useable living space. Minimum width of dwelling is 24'.
- Setback from the front right-of-way must be at least a minimum of 80 feet.
- Setback - minimum of 12 feet off side yard property line.
- Setback - minimum of 40 feet yard off rear yard property line.
- Maximum building height must not exceed 2 ½ stories but not over 30 feet measured from legal grade.
- Lot must not be developed more than 30% of lot area (all improvements considered developed area).
- Dwelling must not be located closer than 10 feet from any accessory building/pond.
- Only one dwelling allowed per legal lot of record.
- 25' setback is required from open ditch bank.

Accessory Building regulations: Reference Article 100-5.3 for complete resolution

- Setback from side property line must be at least a minimum of 5 feet.
- Setback from rear property line must be at least a minimum of 5 feet.
- Accessory Building must be at least a minimum of 10 feet from main structure.
- 25' setback is required from open ditch bank.

Fence Regulations: Reference Article 100-5.5 for complete resolution

- Fences may be constructed on the adjoining property lines.
 - Rear/Side yard fences should not be higher than 6 feet in height.
 - No front yard fences, plantings, or walls shall rise over 3 feet in height. A split rail shall not exceed 48 inches.
 - If a fence encroaches a neighboring property, it would then be a civil situation between property owners.
- It is highly advisable to obtain a property survey.
- The condition of the fence must be properly maintained.

Pool Regulations: Reference Article 100-5.2 #8 for complete resolution

- Located behind dwelling.
- Must be located 12 feet. from side property line, 15 feet. from rear property line.
- No closer than 10 feet from main building (dwelling).
- Pool must be walled or fenced with 4 feet fence with gate and lock. Above ground pool doesn't have to be walled or fenced if pool has a removable ladder.

Zoning Certificate Fees:

Zoning Certificate Application \$75.00	Zoning Certificate for Pond \$100.00	Scope Violations \$125.00
Zoning Certificate for New Dwelling \$100.00	Zoning Certificate for Fence &/ Sign \$50.00	Scope Violation for fence & sign \$75.00

The Fee for a zoning certificate is increased when found in violation of not obtaining a zoning certificate prior to construction of project (Scope Violation)

****YOU MUST CONTACT THE TOWNSHIP UPON COMPLETION OF PROJECT TO OBTAIN A CERTIFICATE OF COMPLIANCE OR YOU MAY BE FOUND IN VIOLATION****