



JEROME TOWNSHIP

UNION COUNTY, OHIO
9777 Industrial Parkway
Plain City, Ohio 43064
Office (614) 873-4480

App./Cert. #: _____

Date Submitted: _____

Fee Amount: _____

Check #: _____

I. PARCEL INFORMATION

SIGN PERMIT APPLICATION

Parcel Address:	Parcel No.(s):
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II. OWNER OF RECORD

Owner Name(s):	Owner Address:
Contact Phone Number:	Contact Email:

III. BUSINESS/TENANT INFORMATION (IF APPLICABLE)

Business Name:	Contact Name:
Contact Phone Number:	Contact Email:

IV. APPLICANT INFORMATION

Applicant Name:	Applicant Address:
Applicant Phone Number:	Applicant Email:

SIGNAGE

	SIGN TYPE	ILLUMINATION METHOD	SIGN HEIGHT (FT)	DISPLAY AREA	
				Width(ft) X Height(ft)	Total(sf)
Sign #1	_____	_____	_____	_____ X _____	_____
Sign #2	_____	_____	_____	_____ X _____	_____
Sign #3	_____	_____	_____	_____ X _____	_____
Sign #4	_____	_____	_____	_____ X _____	_____
Sign #5	_____	_____	_____	_____ X _____	_____

Applicant Signature: _____ Date: _____

*By signing, I certify that I am the owner of the real property or the owner's agent, and that the application is authorized with the full knowledge of the owner. *

****FOR OFFICIAL USE ONLY****

Additional Notes:

Zoning Information

Zoning District: _____

Additional Requirements

- Variance
- Building Permit

Zoning Inp.: _____ Date: _____

220.001 Zoning Certificate Required

No occupied or vacant land shall hereafter be changed in its use, in whole or part, until a zoning certificate has been issued by the Zoning Inspector. No person shall locate, erect, construct, reconstruct, enlarge, or structurally alter any building, structure, or sign or change the use of buildings in whole or part without first obtaining a zoning certificate from the Zoning Inspector. No such zoning certificate shall be issued for the proposed building, structure, or land use unless the proposed building, structure or land use fully complies with the articles of this Resolution.

615.02 Sign Permit

Unless otherwise provided for in Section 615.04, every sign shall only be erected or installed subsequent to and in conformance with this Zoning Resolution. A sign permit as provided for in this Chapter shall have the same effect as a zoning certificate in certifying a sign in conformance with Chapter 615 and any other requirement of this Resolution related to signs. Sign permits shall be subject to the general procedures for zoning certificates provided for in Chapter 220 and any additional provisions of this Chapter.

REQUIRED PLANS AND INFORMATION

All applications shall include a completed application form, two (2) copies of a plot/site plan or other plan sets, and a copy of any other information listed below. All plans and other documents shall be single-sided and shall be folded to be no larger than 8.5" x 11". All plans shall be legible and drawn to scale, and shall include at least the following information:

- Existing site conditions including lot lines, right-of-way lines, existing and proposed streets, setbacks, and all easements.
- Exact location of the buildings and structures, including existing and proposed signs, with general dimensions and their relationship to the required setback lines including parking and circulation areas, loading and service areas, outdoor storage areas, dumpsters and utility equipment, and security fencing.
- An elevation drawing, drawn to scale, of each proposed sign, indicating the display area, sign height, and proposed materials.
 - For wall signs, building elevations, drawn to scale, indicating the location of the proposed wall sign and all applicable dimensions.
 - For ground signs, landscaping plans, if applicable. Landscaping should be indicated on plan by type of plant, size at installation, proposed quantities, and proposed spacing.

Additional Information:

- For lots served or proposed to be served by on-site sewers or water, a copy of an approved installation permit or similar written approval from the County Health Department.
- A copy of any decision(s) from the Board of Zoning Appeals approving any variance(s) or issuing (a) conditional use permit(s), as required.
- If required within a Planned Development District, a copy of a letter from a private design review board, HOA, or similar approval, if required within a Planned Development District.
- A payment, in the amount shown on the Schedule of Zoning Fees. Please see that Schedule for acceptable payment types and other details.

****Please Note:** Additional plans and other information may be requested by the Zoning Inspector when required by the Zoning Resolution or when otherwise necessary to show compliance with the provisions contained therein.