

# Application Work Sheet for Howard Township Zoning Certificate

12381 Cotton Street, Howard OH 43028

• PLEASE PRINT CLEARLY •

DO NOT WRITE IN THIS BOX  
APPLICATION NO.

HOWARD TOWNSHIP, KNOX COUNTY

To the Board of Township Trustees: 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 applicant swears to be true.

## Contact Information

Location of Property: \_\_\_\_\_ Lot/Parcel # \_\_\_\_\_  
Name of Land Owner: \_\_\_\_\_ Phone # \_\_\_\_\_  
Address: \_\_\_\_\_  
Contractor: \_\_\_\_\_ Phone # \_\_\_\_\_  
Contractor Address: \_\_\_\_\_ Cell# \_\_\_\_\_

## Project Type

- ☐ Dwelling  
☐ Room Additions  
☐ Garage/Garage Additions  
☐ Deck/Deck Additions  
☐ Driveway  
☐ Sidewalk

## Set Backs, Dimensions, and Sketch with Scale Drawing of Structures

On separate sheet of paper, sketch the lot, showing existing buildings and location of road or street and of proposed construction or use for which this application is made. (Fill in all dimensions and indicate which direction is North; attach with application).

### Set Backs:

Main road frontage: \_\_\_\_\_ ft.  
Set back from front property line: \_\_\_\_\_ ft.  
Side yard clearance: \_\_\_\_\_ side \_\_\_\_\_ ft.  
\_\_\_\_\_ side \_\_\_\_\_ ft.  
Rear yard clearance: \_\_\_\_\_ ft.  
Depth of lot from right of way \_\_\_\_\_ ft.

### Dimensions of Building:

Width: \_\_\_\_\_ ft.  
Length: \_\_\_\_\_ ft.  
Highest point of building: \_\_\_\_\_ ft.  
(Maximum 35' measured at Basement, Crawl Space, or Slab Floor)  
Number of stories \_\_\_\_\_ (Max. 2-1/2)  
First floor: \_\_\_\_\_ sq. ft.  
Second floor : \_\_\_\_\_ sq. ft.  
Basement: \_\_\_\_\_ sq. ft.  
Garage: \_\_\_\_\_ sq. ft.

## Decks and Concrete Patios

Width: \_\_\_\_\_ ft. x Length: \_\_\_\_\_ ft.  
☐ Covered ☐ Enclosed

## Driveway/Sidewalks

Width: \_\_\_\_\_ ft. x Length: \_\_\_\_\_ ft.  
☐ Cement ☐ Asphalt ☐ Gravel  
Trench Drain: ☐ Yes ☐ No

## CULVERT and DRIVEWAY REQUIREMENTS:

- 1) An access Management Permit must first be filled out and turned in.
- 2) All Driveways must be permitted through Howard Township and must have a pre-inspection and a post inspection before concrete or asphalt is installed. Zoning Inspector will go over installation of drive to the road with owner and/or installer to verify all run off water will be diverted to the ditch in a way thats acceptable by the Township.

## MUST BE COMPLETED BEFORE APPLYING FOR ZONING PERMIT

- ☐ Lot cleared, lines strung  
☐ Building staked and strung  
☐ Building plans submitted  
☐ Utility easement / permit  
☐ Culvert approved

### Fees:

Homes: \$0.30 sq.ft. on all footage  
Additions: \$0.30 sq.ft. on all footage, MINIMUM \$100.00  
Garages/Buildings: \$0.30 sq.ft., MINIMUM \$100.00  
Decks: \$50.00  
Driveways: \$200.00  
Commercial: \$0.35 sq.ft.  
Reinspection: \$100.00

## Remarks:

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## Signatures:

Signed (ZONING INSPECTOR)

Signed (APPLICANT)

Date filed with Zoning Inspector: \_\_\_\_\_, 20\_\_\_\_