

**CITY OF SOUTH LEBANON**  
10 NORTH HIGH STREET  
SOUTH LEBANON OH 45065  
513-494-2296 – FAX – 513-494-1656

**OBTAINING A ZONING PERMIT**

- I. Before your application will be accepted, you shall:
- A. Supply a copy of the **11x17** Plot-Plan, a copy of the **11x17** Building Plans (Deck, Ect. – how it will attach and show existing house with setbacks).
  - B. Supply a check in the amount of \$250.00 covering zoning fee and parks. If building a deck, pool, additions and/or fence the cost is \$50.00.
  - C. Supply a check in the amount of \$.03 per square foot of the plans.
  - D. Supply completed zoning application.
  - E. Supply proof of water tap fee from Warren County if the property will be utilizing Warren County Water and not South Lebanon Water. If using South Lebanon Water supply check for water tap fee. To obtain tap in fees please call the City. Remember to include \$50.00 inspection fee with this check.
  - F. Supply check for the Sewer Tap fee. Remember to include \$50.00 for inspection fee.
  - G. Fill out Zoning form for square footage.

Attachments:

- Review and Development Fee Schedule
- South Lebanon Zoning Application
- Water And Sewer Department Form
- Water And Sewer Application for Connection
- South Lebanon Zoning Fees Form

## 6. Fee Schedule and Submittal Requirements

Article/Ord. Reference	Item	Fees <sup>(3)(4)</sup>	Submittal Requirements
Article 20 Article 14	Preliminary Plats Final PUDs	\$150 + 0.25% of estimated infrastructure construction costs <sup>(1)</sup>	12 Copies <sup>(5)</sup> + 1 Copy (Ledger Paper)
Article 20	Construction Drawings	\$150 + 2.75% of estimated infrastructure construction costs <sup>(1)</sup> (Include estimate with application)  (1.25% due at time of submittal and 1.5% due before construction begins) <sup>(2)</sup>	4 Copies <sup>(5)</sup> 2 Drainage Calculations 2 Detailed Spreadsheet of the Estimated Infrastructure Costs
Article 20	Final / Dedication Plats	\$350	10 Copies <sup>(5)</sup> + 1 Copy (Ledger Paper)
Article 20	Lot Split / Minor Subdivision / Replats	\$75 per lot	3 Survey Plats <sup>(5)</sup> & Legal Descriptions 1 New Deed + 1 Original Deed
Article 18	Site Plans	\$400 + \$5 per unit Multi-family \$400 + \$20 per acre Commercial/ Office/Industrial/Institutional	12 Copies <sup>(5)</sup> + 1 Copy (Ledger Paper)
Article 17	Landscape Plans	\$150 + \$10 per acre	12 Copies <sup>(5)</sup> + 1 Copy (Ledger Paper)
Article 7	Zoning District Map Change Zoning Text Change	\$400 + \$10 per acre	20 Copies <sup>(5)</sup> + 1 Copy (Ledger Paper) 1 List of Surrounding Property Owners + 2 Sets of Mailing Labels
Article 5	Variances / Appeals	\$400	8 Copies + 1 Copy (Ledger Paper) 1 List of Surrounding Property Owners + 1 Set of Mailing Labels
Article 14	Preliminary PUD Plans	\$2,500 + \$20 per acre	12 Copies <sup>(5)</sup> + 1 Copy (Ledger Paper) 1 List of Surrounding Property Owners + 2 Sets of Mailing Labels
Article 14	Final PUD Plans	Site Plan Review Fees Apply	Site Plan Review Submittal Requirements Apply
Article 6	Conditional Use / Similar Use	\$250 + applicable site plan fee	15 Copies + 1 Copy Ledger Paper <sup>(5)</sup>
Article 3	Zoning Permit	\$250 + \$0.03 per square foot of building area (Village water tap and inspection fee required if utilizing Village Water [proof of payment of County tap fee if utilizing County Water]; Village sewer tap and inspection fee also required)	5 Copies
Article 3	Temporary Use Permit	\$50	5 Copies
Article 3	Certificate of Occupancy	\$50	3 Copies
Ord. No: 2008-14; Permit App.	Flood Hazard Area Development Permit	\$50	3 Copies of Permit Application w/ applicable submittal requirements (stated on Page 2 of 2 of Permit Application + Engineering "No Rise" Certification (if applicable))
	Special Meeting	\$500 + Application Fee, if any <sup>(6)</sup>	Depends Upon Type of Application or Meeting Requested

# South Lebanon Zoning Application

Street Address: \_\_\_\_\_ Lot#: \_\_\_\_\_ Subdivision: \_\_\_\_\_

Section: \_\_\_\_\_ Range: \_\_\_\_\_ Parcel: \_\_\_\_\_ Zone: \_\_\_\_\_

\_\_\_\_\_  
(Property Owner's Name/Address/Phone Number/Email)

\_\_\_\_\_  
(Applicant's Name/Address/Phone Number/Email)

\_\_\_\_\_  
(Arch/Engineer/Surveyor's Name/Address/Phone Number/Email)

\_\_\_\_\_  
(Contractor's Name/Address/Phone Number/Email)

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Existing use of property: \_\_\_\_\_

Proposed use of property (Check all that apply)

Residential

- New single Family Residence
- New Multiple Family Residence
- Addition
- Accessory Garage or Shed
- Swimming Pool
- Fence or Wall
- Deck
- Antennas or Satellite Dish
- Home Occupation
- Other

Non Residential

- Building (New)
- Building (Addition)
- Change of Use
- Interior Alteration
- Parking Lot
- Awnings or Marquees
- Pools or Tanks
- Antennas or Satellite Dishes
- Fences or Walls
- New Signs or Billboards

- Signs-Face Change
- Signs-Temporary
- Tents: Temporary Sales
- Other (Nonconforming Use, Landfill, Excavation or Mining)

Describe proposed work to be completed: \_\_\_\_\_ Cost of proposed work: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The owner of this building & land, and the undersigned do hereby covenant and agree to comply with all the laws of the State of Ohio and the Zoning Regulations of the City of South Lebanon pertaining to buildings and land use and to construct the proposed building or structure or make the proposed changes or alterations in accordance with the plans and specifications submitted herewith and certify that the information and statements given on this application, drawings, and specifications are to the best of their knowledge true and correct.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**South Lebanon  
Water and Sewer Department  
10 N. High Street  
South Lebanon, Ohio 45065  
513-494-2296  
513-494-1656**

To: \_\_\_\_\_

From: \_\_\_\_\_

Subject: \_\_\_\_\_

Owner

\_\_\_\_\_  
Location

\_\_\_\_\_  
Lot #

\_\_\_\_\_  
Twp

With respect to the subject property, please be advised as follows:

\_\_\_\_ Water and sanitary sewer is available to the property by South Lebanon and all appropriate connection fees and charges have been paid. The property is released with respect to water and sanitary sewer service for the issuance of a building permit.

\_\_\_\_ Water service is available to the property by South Lebanon and all applicable fees and charges have been paid. Sanitary sewer service is not available to the property by South Lebanon. The property is released with respect to water service for the insurance of a building permit.

\_\_\_\_ Sanitary sewer service is available to the property by South Lebanon and all applicable fees and charges have been paid. Water service is not available to the property by South Lebanon. The property is released with respect to sewer service for the issuance of a building permit.

\_\_\_\_ Water and sanitary sewer service is not available to the property by South Lebanon.

**South Lebanon Water and Sewer Department**

By: \_\_\_\_\_

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



# SOUTH LEBANON ZONING FEES

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

1st Floor Square Foot:	
2nd Floor Square Foot:	
Garage Square Foot:	
Basement Square Foot:	
Square Foot Sub Total:	
x \$.03 =	
Base Zoning:	
New Construction:	\$250.00
All Others:	\$50.00
<b>Total Owed :</b>	<b>\$</b>