

## Instruction Sheet for Zoning Application Compliance

### Steps

1. The Zoning Application will be delivered to property by the Elizabeth Township Zoning Inspector.
2. Complete the Elizabeth Township Zoning Application
3. Structure Frontage is the length of the proposed structure.
4. Structure Depth is the width of the proposed structure.
5. Structure Height is the distance from the ground to the highest point of the structure.
6. Lot Frontage is distance standing on the road looking at the property right to left.
7. Lot Depth is distance from the road to the rear of the property.
8. Boundary Set Back is the distance from the edge of the road to the nearest point of the proposed structure.
9. Boundary Left Set Back is the distance from the left side of the proposed structure to the right property line.
10. Boundary Right Set Back is the distance from the right side of the proposed structure to the right property line.
11. Boundary Rear Set Back is the distance from the rear of the proposed structure to the rear property line.
12. Include an 8 ½ x 11 drawing of the existing property and any additions or changes that will be made.
13. Contact the Zoning Inspector Jim Cozatt @937-477-4067.
14. The Application will be picked up by the Zoning Inspector.
15. The fee from for Zoning Application is \$150. Make Check to Elizabeth Township.
16. The Zoning Inspector will Approve or Disapprove the Application.
17. If approved, the Elizabeth Township Zoning Application will be signed by the Zoning Inspector and the orange Zoning Certificate will be issued and delivered to the property.
18. Take the Elizabeth Township Zoning Application, orange Zoning certificate, and the building plans to the Miami County Building Regulations Department at W. Water Street in Troy located in the Hobart Government Center and apply the required permits.