



PERMIT REQUIREMENTS FOR RESIDENTIAL FENCES

Application: A completed residential zoning application with signatures from property owner and applicant along with contact information.

Fee: No fee is required for a fence zoning certificate. *Please note: Failure to obtain a zoning certificate prior to installing a fence will result in a \$100.00 fine.*

Quantity of Documents: (2) Two sets: **Site Plan:** A site plan is a drawing that shows the property lines and dimension of a lot as well as the locations of any structures on the lot. On the site plan, the fence must be drawn to show its specific location. Please visit <http://cagisonline.hamilton-co/org/cagisonline/index.html> and type your address to print out a site plan of the lot.
(2) Two sets: **Elevation Plan:** An elevation drawing shows the height of the proposed fence. The elevation plan should also include the material details and a picture of the fence being proposed.

1. What are Sycamore Township's regulations for a residential fence?

A permitted residential fence in the rear yard must not exceed 6' six feet in height and can be solid variety. A permitted fence in the defined side yard shall not be built to a height greater than six (6') feet above grade and fences greater than four (4') feet above grade shall be no closer to the front face of the principal building than one-quarter the total depth of the principal building. All fences may be built on the property line. The finished side of the fence must face out to the adjoining property. **NO FENCES ARE PERMITTED IN THE FRONT YARD.**

2. What is the time-frame for a zoning certificate?

Please allow 3 - 5 business days after receipt of an application.

3. Will Hamilton County Building Department require a permit?

No, A fence does not require a building permit from Hamilton County Building Department.

4. Is a survey of the property required when applying for a zoning certificate?

No, Sycamore Township Planning & Zoning does not require a survey of the property however, in order to avoid property disputes with neighboring properties it is recommended to obtain a survey.

5. How do I obtain a survey of a property?

Sycamore Township Planning & Zoning recommends contacting a reputable surveyor, or reaching out to Hamilton County Records office. Other resources would be to contact your mortgage company or title company.

Please note: Sycamore Township does not have a survey of your property.

6. Does Sycamore Township Planning & Zoning have a Plat of my property?

No, please refer to question 5.

7. Am I required to contact Sycamore Township Planning & Zoning Inspector for a final inspection?

Yes, It is the applicant's responsibility to contact the Inspector once the project is complete. (513) 792-7249 Inspector's Phone

(Please note: The Sycamore Township Planning & Zoning Department works closely with Hamilton County Building Department to ensure compliance)

8. What is the time-frame to schedule a final inspection?

Usually, 1 - 2 business days.

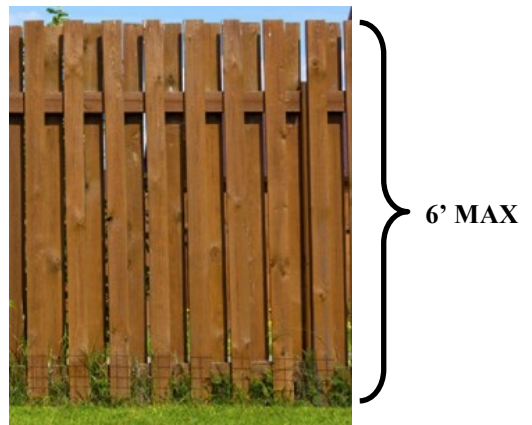
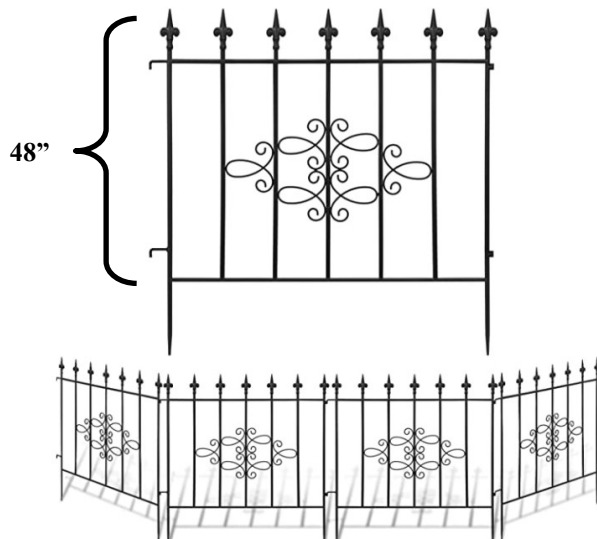
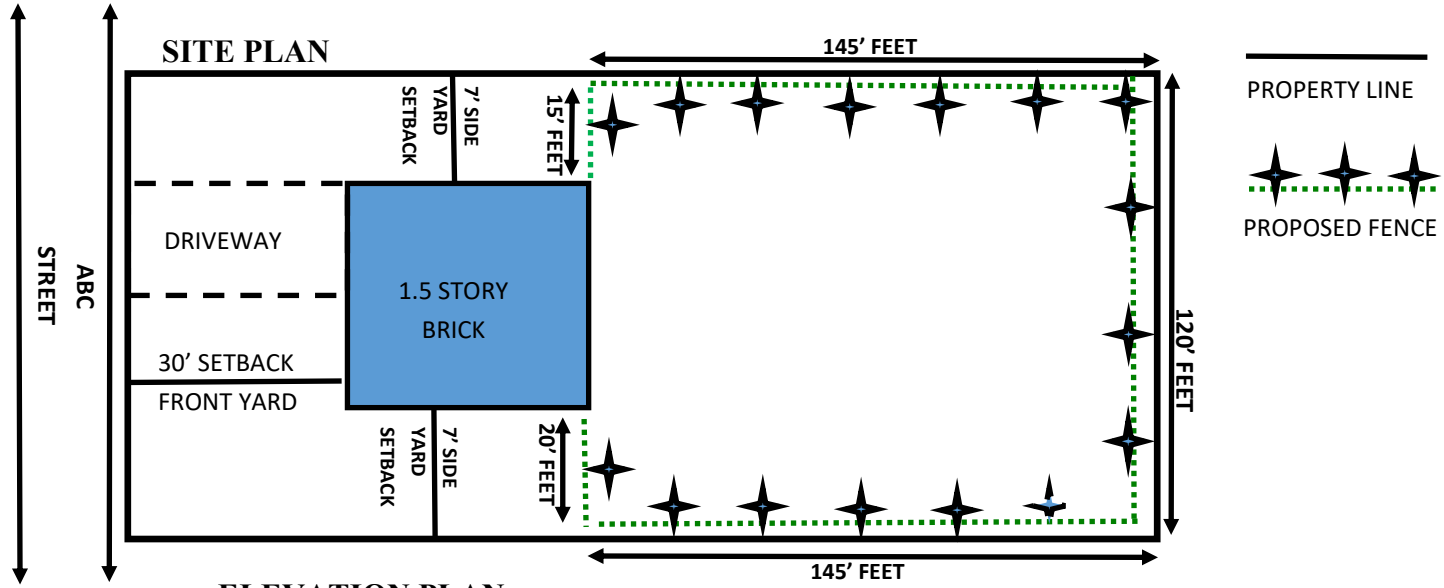
9. Do I need to be present for the final inspection?

No

10. Who do I contact for the final inspection?

Please contact Sycamore Township Planning & Zoning Department (513) 792-7250 or Email: zoning@sycamoretownship.org

SKETCH OF PROPOSED FENCE



RESIDENTIAL APPLICATION

NEW RESIDENCE, ADDITIONS,
DECKS, FENCES, SHEDS, LOT
SPLIT, IN-HOME OCCUPATION,
PORCHES, ETC.

www.sycamoretownship.org



APPLICATION NUMBER

DO NOT WRITE IN ABOVE SPACE

Planning & Zoning Department

8540 Kenwood Road, Sycamore Township, Ohio 45236
Phone: (513) 792-7250

PROJECT ADDRESS: _____ **ZIP CODE:** _____

NAME	STREET ADDRESS	CITY	STATE	ZIP	PHONE NUMBER
PROPERTY OWNER					
CONTRACTOR					
DESIGN PROFESSIONAL					
APPLICANT					
APPLICANT'S EMAIL ADDRESS					

- | | | |
|---|-----------------------------------|--|
| <input type="checkbox"/> NEW SINGLE FAMILY DWELLING | <input type="checkbox"/> ADDITION | <input type="checkbox"/> ACCESSORY USE STRUCTURE |
| <input type="checkbox"/> DECK | <input type="checkbox"/> PORCH | <input type="checkbox"/> FENCE/WALL |
| <input type="checkbox"/> RESIDENTIAL POOL | <input type="checkbox"/> POD | <input type="checkbox"/> IN-HOME OCCUPATION |
| <input type="checkbox"/> LOT SPLIT / CONSOLIDATION | <input type="checkbox"/> OTHER | |

DESCRIPTION OF WORK: _____

SQUARE FEET: _____ HEIGHT: _____ LENGTH: _____ USE: _____

THE DEPARTMENT OF PLANNING & ZONING IS DEDICATED TO THE CONTINUING PROSPERITY OF SYCAMORE TOWNSHIP. WE PROMOTE HIGH STANDARDS FOR DEVELOPMENT AND QUALITY PROJECTS. WE LOOK FORWARD TO SERVING OUR CITIZENS AND BUSINESS COMMUNITY TO MAKE SYCAMORE TOWNSHIP THE BEST IT CAN BE.

The owner of this project and undersigned do hereby agree to comply with the zoning laws of Sycamore Township pertaining to the construction of the proposed project according to the drawings and specifications submitted herewith, and certify that all of the information and statements given on this application, drawings and specifications are to the best of their knowledge, true and correct. Lot consolidation is required to obtain zoning approval for the construction of any structure. The applicant and owner of the real property agree to grant Sycamore Township access to the property for review and inspection related to this application.

APPLICANT'S SIGNATURE DATE

**FOR FINAL INSPECTIONS PLEASE CALL 513-792-7250 OR
EMAIL: zoning@sycamoretownship.org**

PROPERTY OWNER'S SIGNATURE DATE

DO NOT WRITE BELOW THIS LINE

RECOMMENDS PLAN APPROVAL: _____ DATE: _____

ZONING APPROVED BY: _____ DATE: _____

NOTE: FILING THIS APPLICATION DOES NOT CONSTITUTE PERMISSION TO BEGIN WORK.

FINAL INSPECTIONS ARE REQUIRED

MUST OBTAIN INSPECTION PRIOR TO PLACEMENT OF PIERS, FOOTERS, & SIGNS