



Clermont County Public Health

2275 Bauer Road, Batavia, OH 45103
(P) 513-732-7499 (F) 513-732-7936

APPLICATION FOR APPROVAL FOR ACCESSORY STRUCTURE

Property Information

Property Address: _____

Parcel ID #: _____ Lot Size: _____

Township or Municipality: _____

Project Details

Type of Structure: _____

If Adding a Bedroom Addition

Existing Bedrooms: _____

Proposed Bedrooms: _____

Owner Information

Name: _____

Mailing Address: _____

Email: _____

Phone: _____

Applicant Information (If different from owner)

Name: _____

Mailing Address: _____

Email: _____

Phone: _____

Submit with Application

- Zoning Permit from local township zoning office
- Site Plan (see example on back) that includes:
 - Property Boundaries
 - Location Of New Structure (with measurements)
 - Septic System
 - Any Existing Structures
 - Distance of Septic to new accessory structure
- Floor Plan (if adding room addition)

Application will be reviewed within 10 business days. If there are questions regarding the site plan, the applicant will be contacted for clarification. A site visit may be required. An Environmental Health Specialist (EHS) will email results to the owner/applicant upon completion. Application results can be viewed online at ccphohio.org/css.

Applicant Signature: _____ Date: _____

Office Use Only

EXISTING OP#: _____

PERMIT#: _____

Example Site Plan

