



Clermont County Public Health

2275 Bauer Road, Suite 300, 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 ClermontCountyOH-energovpub.tylerhost.net/Apps/SelfService.

Applicant Signature: _____ Date: _____

Office Use Only

EXISTING OP#: _____

PERMIT#: _____

Example Site Plan

