

## *Zoning Permit Application Process*

A zoning permit application is our way of keeping the City of Wauseon informed that you intend to make an improvement or a change to your property in some way, such as adding a shed, fence, or pool. We are here to help you with that process.

You will need to fill out the application form and return it to the Zoning/Building Department. We are located at 230 Clinton Street (same building where you pay your water bill just on the second floor).

Along with your application, you will need to pay the permit fee of \$30 and bring in a site plan showing the dimensions of your lot, the location of your home on your lot (a printable version of your property can be found on the Fulton County Auditor's website) and show where your project is to be located.

We will review your potential project plan to ensure it meets the required setbacks or restrictions.

Once approved, your zoning permit allows you to begin your project unless you also need to get a building permit. All building permits are handled by Wood County Building Inspections. We can guide you through that process if requested.

Any projects requiring a building permit will also require certain inspections by Wood County.

Thanks so much!

Danny Markley

Code Administrator

Your signature indicates that you have read and understand the application process. \_\_\_\_\_ date\_\_\_\_\_