



Franklin County Board of Commissioners

ECONOMIC DEVELOPMENT & PLANNING

Economic Development & Planning Department
James Schimmer, Director

Application for Certificate of Zoning Compliance

Off-Premise Sign

Page 1 of 5



(revised 5.30.19)

Property Information

Site Address: _____

Parcel ID: _____	Township: _____
Lot Acreage: _____	Name of Establishment: _____

Property Owner Information

Name: _____

Address: _____

Phone # _____ Fax # _____

Email: _____

Applicant Information

Same as property owner

Name: _____

Address: _____

Phone # _____ Fax # _____

Email: _____

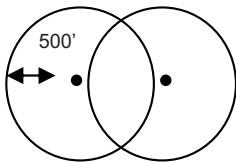
Sign Information

Gross area of advertising faces, excluding embellishments: _____ sq. ft.

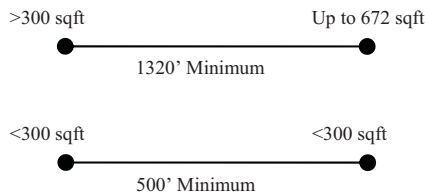
Illuminated Sign: Yes No	Width of Backspread: _____ ft.
Height: _____ ft. # of Facings _____	Face Area: _____ ft. Clearance: _____ ft.

V-Type Sign Multi-Messgae Sign Single Face Electronic Face Change Only

Spacing Requirements



Radial Spacing Requirent Met: Yes No
Distance _____ ft.



Lineal Spacing Requirent Met: Yes No
Distance _____ ft.

Staff Use Only

ZC # _____

Date Filed: _____

Fee Paid: _____

Receipt # _____

Received By: _____

Submittal Checklist

- Completed Application Form
- Signed and Notarized Affidavit
- Fee Payment (**check/money order only**)
- Site Plan (**max. 11"x17"**) - see page 4
- Sign Details - see page 5



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ZC#

Location Information

Setback Distance of Sign from Existing Right-of-Way _____ linear ft.

Setback distance of sign from any residential zoning district _____ linear ft.

Setback distance of sign from any historic site, historic district, public park, resource protection district or greenway _____ linear ft.

Width of Street Right-of-Way _____ linear ft.

Please Circle One: Single Lane (in each direction) Multi-Lane (in each direction) Freeway/Limited Access

Description of the Proposed Graphic

Applicant/Authorized Agent Affidavit

I, _____ (Print Name), hereby certify that all information provided is true and accurate and is submitted to induce the issuance of a Certificate of Zoning Compliance. Applicant agrees to be bound by all provisions of the Franklin County Zoning Resolution. Applicant further agrees to complete all work in accordance with all applicable Federal, State and local laws and regulations. Applicant hereby acknowledges that all work described herein must begin within six (6) months of the date of issuance and be substantially completed within one (1) year. Failure to do so shall void the certificate and no work may commence until a new Certificate of Zoning Compliance is issued in accordance with Section 705.025 of the Franklin County Zoning Resolution.

Applicant's/Agent's Signature

Date

subscribed and sworn to me this _____ day of _____, 20_____

Notary Public

Property Owner's Signature **Required unless same as applicant/agent**

I, _____ (Print Name), hereby grant the applicant/agent listed above exclusive permission to erect and maintain on the subject property an off-premise sign (billboard) only in accordance with all requirements of the Franklin County Zoning Resolution.

Property Owner's Signature

Date

subscribed and sworn to me this _____ day of _____, 20_____

Notary Public



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ZC#

Staff Use Only

Development Standards

Zoning District:		
Smart Growth Overlay:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Non-Conforming:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Floodplain:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Riparian Setbacks:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Variance Required:	<input type="checkbox"/> Yes, Case #:	<input type="checkbox"/> No
	Permitted	Proposed
Sign Setback:	ft	ft
# of Advertising Faces:	ft	ft
Backspread:	ft	ft
Clearance Height:	ft	ft
Total Advertising Area:	ft	ft
Max Height:	ft	ft
Radial Spacing:	500 ft.	ft
Lineal Spacing:	ft.	ft

Allowable Advertising Area Calculation

Right-of-way width :	
Total Sign Area Allowed:	ft ²

Technical Agencies

Public Health/OEPA	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Date Submitted:		
Date of Action:		
County Engineer	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Date Submitted:		
Date of Action:		
FSWCD	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Date Submitted:		
Date of Action:		
ODOT	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Date Submitted:		
Date of Action:		
	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Date Submitted:		
Date of Action:		

Staff Action

Approved Approved with Conditions Denied

Staff _____

Date _____

Comments/Conditions of Approval



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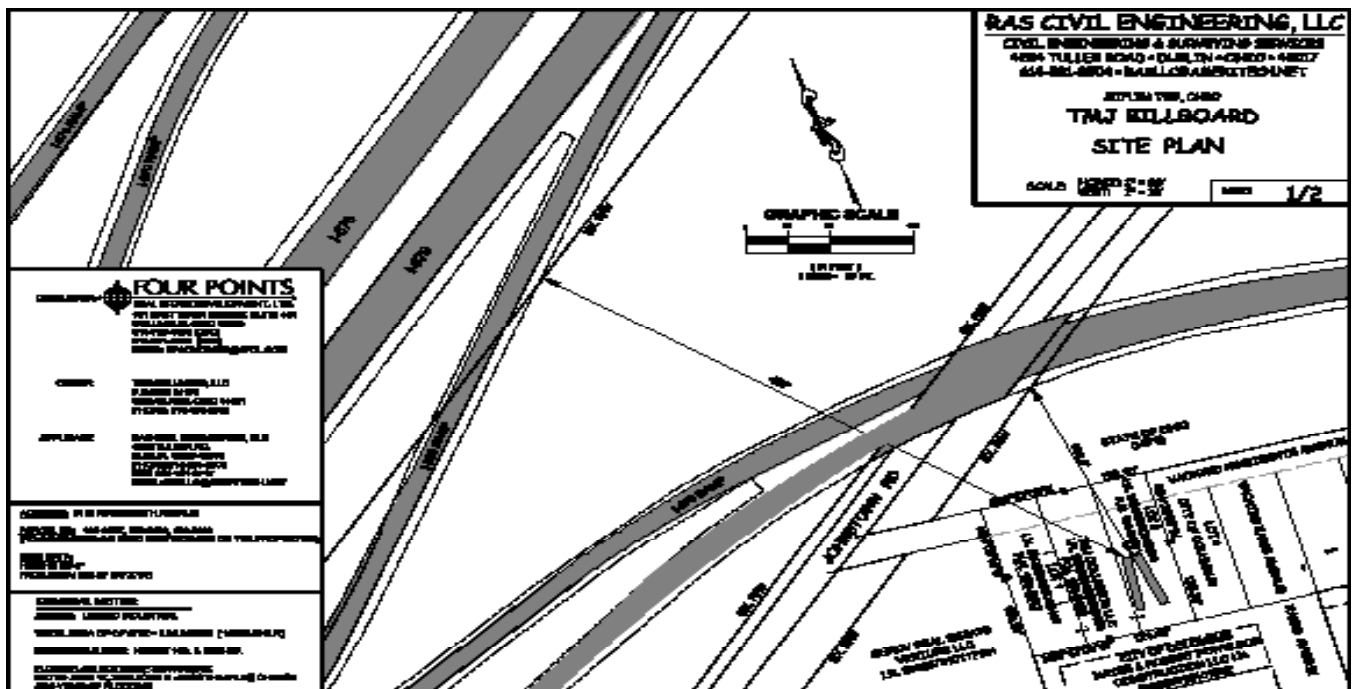
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Site Plan and Sign Detail Requirements for Zoning Compliance Applications - Off-Premise Sign

- The site plan must be prepared by a design professional (i.e. registered surveyor, engineer and/or architect) as provided per Section 705.022 of the Franklin County Zoning Resolution
 - Site plans which are incomplete and/or not drawn to scale will not be accepted.*
- Two (2) copies - minimum size of 8.5" x 11" paper, maximum size of 11" x 17" paper **Larger size copies are acceptable in addition to the min./max. sizes required*
- North arrow and appropriate scale (i.e. 1 inch = 30 feet)
- Setback distance of sign (leading edge) from property line and/or street right-of-way boundary
- Location and setback from any other billboard according to the radial and spacing requirements of Section 541.133
- The exact location of the proposed sign on the property/building
- Sign diagram and schematics, including dimensions, cross-sections and mounting - refer to page 5 for example
- Elevations and/or architectural renderings (to scale)
 - Dimensions of advertising faces (to scale), including embellishments, must be included
 - Overall height of billboard must be provided
- All easements and above/below ground utilities, when applicable
- Regulatory floodplain (Floodway and Floodway Fringe) and riparian setback boundaries, when applicable
- Any other information with regard to the lot or neighboring lots which may be necessary to determine and provide for the enforcement of the Franklin County Zoning Resolution
 - Please note that the requirements mentioned above, or portions of, may be waived by the Administrative Officer when, in his/her opinion, the applicant has satisfactorily demonstrated that all aspects relative to the above have been suitably addressed*

Example of Required Site Plan





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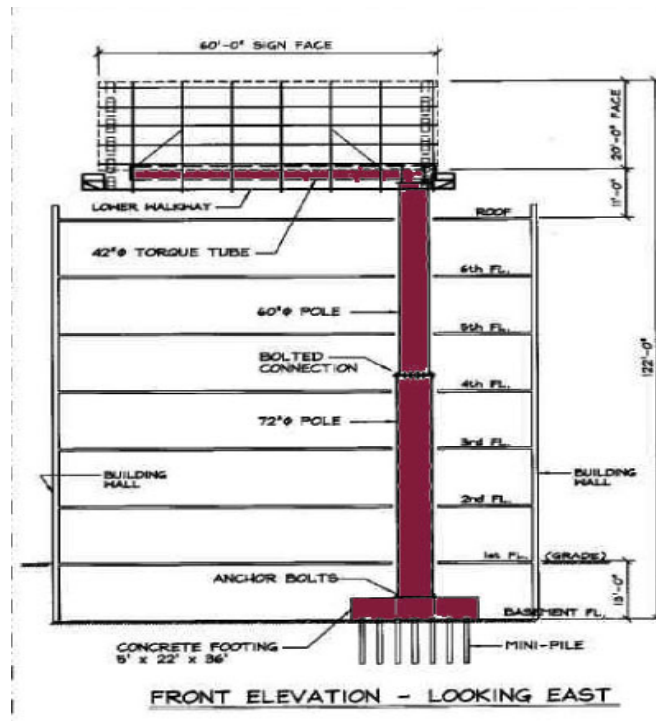
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Example of Required Sign Elevation



Example of Required Schematics