



***SIGNS ***

Mayor *Tim Howard*
Village Administrator *Kevin Siferd*
Administrative Assistant *Kristy Thome*
Police Chief *Mike Holler*

VILLAGE OF ENON, OHIO

PROCEDURES FOR OBTAINING A ZONING PERMIT

1. Obtain a Zoning Permit Application from the Village of Enon
 - a. Applications may be picked up at the Government Center (M-F 8a-5p), requested by mail, or downloaded from our website (www.enon-oh.gov)
2. Complete all information on the upper portion of the Zoning Application
3. Plans for non-construction permits such as sign installation will require drawings with dimensions, location, sign type, and total square footage
4. Submit required information to the Village of Enon for review
5. Applicant will be contacted after information has been reviewed
 - a. Additional information or clarification may require a scheduled meeting with Village Staff
 - b. Approved permits must be picked up at the Government Center
 - c. Required fees must be paid in full at the time the permit is issued (payments can be made by check, money order, credit card, or cash)
6. Follow up inspections will be done by Village Staff (Footer Inspections require at least a 24 hr notice)
7. Any questions, please contact the Government Center at 937-864-7870



VILLAGE OF ENON
ZONING PERMIT APPLICATION

No. _____

Owner: _____ Address: _____

Zoned: **Residential** **Business** Type Building: _____

Home Phone (_____) _____ Cell Phone (_____) _____

Nature of Work **Repair** **Remodel** **Construct** **Other**

Which applies to your residence _____ **Septic** _____ **Sewer**

Is your property located on a corner lot? _____ **Yes** _____ **No**

Pouring Concrete? _____ **Yes** _____ **No**

Describe (Please include measurements)

PLEASE SUBMIT DRAWING (including plot plan)

Name of Contractor: _____ **Est Cost \$** _____

Contractor's Phone Number (_____) _____

Date Commenced _____ **Anticipated Completion Date** _____

To be completed by Village of Enon Employee

Date turned in: _____ **Amount Due \$** _____

Date Paid: _____ **Receipt Number** _____

Amount Paid \$ _____ **Paid by:**..... **Cash** **Check (no ___)** **Credit Card**

Office Clerk: _____

Certificate shall be required for any sign constructed or erected under the terms of this section.

(a) On-premise signs identify or advertise commercial or industrial uses on the premises. Such signs shall comply with the following restrictions:

(1) No more than one sign shall be provided for each business use, and in no case shall a lot contain more than three signs.

(2) No sign shall have a surface area of greater than 100 square feet per side.

(3) No business, industry, or use shall maintain a gross sign area exceeding 300 square feet on the premises.

(b) Off-premise signs advertise a product or service not located upon the premises on which the sign is located and shall be classified as a business use and shall be permitted in all "I" Districts subject to the following restrictions:

(1) No sign shall have a surface area of greater than 200 square feet per side, or two sign faces exceeding a total of 400 square feet on any single lot or location.

(2) Off-premise signs shall not be located closer to the public right of way than the established building set-back requirements of the district in which the sign is located.

(3) No off-premise sign site shall have more than two displays facing in the same direction of the main travel way.

(c) Signs for Home Occupations. One on-premise sign per lot shall be permitted for the purpose of announcing a home occupation. Such sign shall not exceed six square feet in area. No off-premise signs shall be permitted.

(d) Portable signs announcing a special event or advertising a product or service shall be considered a Temporary Use and shall be permitted subject to the following restrictions:

(1) Such sign shall not be permitted for more than a total of ninety days per calendar year.

(2) Such signs shall be located outside the right-of-way limits of the road and shall not interfere with the visibility of vehicular traffic either entering or leaving any property or entering, leaving, or operating on any thoroughfare.

(3) No illumination device shall be used which causes a direct beam of light to be cast upon adjacent lots or thoroughfares thereby creating a hazard to vehicular traffic.

(4) Such signs are capable of posting and removal without destruction of public or private property.

(e) On-premise bench signs shall be conditionally permitted in any "B-3" District. Off-premise bench signs shall be permitted in any "I" District subject to the following restrictions:

(1) The placement or erection of the bench containing advertising thereon will be located outside the Village right of way.

(2) No bench sign shall be harmful to the public morals, safety, and health of the citizens of the community.

(3) No bench sign shall interfere with a place of business.

(Ord. 93-12. Passed 12-14-93.)

(c) If any sign reaches a state of disrepair and is deemed unsightly or unsafe by the certified Building Inspector acquired by the Village and is not properly renovated, it shall be condemned and an order issued for removal immediately at the expense of the owner or building owner.

(Ord. 93-12. Passed 12-14-93.)

1171.08 PERMIT REQUIRED.

A Zoning Permit shall be obtained for erection, construction, or modification of any sign, as regulated for this chapter.

(Ord. 93-12. Passed 12-14-93.)

EXAMPLE FOR SIGN PERMIT



25

TAYLOR'S TOOLS



123 E. MAIN STREET

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