



# Miami Township Zoning FAQ

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### **1. *How do I apply for a zoning certificate?***

A: If there are any questions, please do not hesitate to contact the Miami Township Community Development Department at (513) 248-3731. We are happy to discuss your project at the beginning of the process.

Zoning certificates (also referred to as zoning permits) are required for new businesses, most signs, home occupations, fences, detached sheds and garages, new single-family houses, pools, and residential alterations among other uses. To obtain a zoning certificate, follow these steps and remember that the Community Development staff is there to help you along the way.

1. [Please fill out this application form](#). The same application form is used for all projects
2. Provide a site-plan, which is a drawing showing the location of the structure and property layout.
  - a. Provide other renderings or materials that may be required. Examples of other renderings or materials that may be necessary include a written description of the proposed use or business, a drawing showing what the improvement will look like and building height, a lighting photometric plan, a landscape plan, a floor plan, and surveys.
  - b. Some zoning certificate applications (such as for a new single-family home) will require a professionally surveyed site-plan. Other zoning certificates require just a simple site plan showing the location of the proposed improvement drawn onto an aerial photo. This is common for basic improvements such as for sheds, decks, and fences.
  - c. Some more tips on creating a useful site plan: An accurate site-plan will show the location of the proposed improvement and its distance from the property lines (setbacks). An aerial photo can serve as a good base map for a site plan. To access property aerials, check out [the Clermont Auditor's website](#). Once at the auditor's website, type in your address number and street name, select your parcel when it comes up, and then select "Tax Map" which will give you an aerial view of your property.
3. Submit the completed application and drawings to the Community Development office with the [required fee](#).

Staff can help with simple site-plans for pools, decks, sheds or fences. If you have any questions, please do not hesitate to reach out to a staff member at (513) 248-3731.

Note that many projects will also require a Clermont County Building Department permit. For more information, please call that office at (513) 732-7213.

**2. Zoning districts. How do I check the zoning of my property?**

A: Miami Township has an automated "zone checker" program. Just add your address number and then select your street from the drop-down menu. For certain newly created lots or lots with two different zoning districts, you will receive a message to check with the Community Development Department for help. Here's the zone checker link: [MiamiTwpOH.gov/zoning](http://MiamiTwpOH.gov/zoning)

**3. Back yard chickens. Am I allowed to have chickens and a coop on my property in Miami Township?**

A: Yes, with some restrictions. Back yard chickens are limited to a maximum of six. Roosters and other types of fowl such as ducks, peacocks, etc. are not permitted. Chicken coops may be constructed after a zoning certificate is issued (see FAQ 1, above). Chicken coops may not exceed 30 square feet in area and seven feet in height, and must be located in the rear yard area at least 15 feet from the property line.

**4. Farm animals. Am I allowed to have farm animals on my property in Miami Township, such as pigs, alpacas, horses or goats?**

A: Generally, no. Most residential lots in Miami Township are limited to Household Pets only, which do not include most farm type animals. The definition of Household Pets contained in Chapter 25 of the Zoning Resolution lists [allowed Household Pets](#). Some larger lots and properties zoned Agricultural

District may have farm animals, reference [Chapter 25](#) of the Miami Township Zoning Resolution for more information.

**5. Fences. I'm replacing a fence with the exact same type of fence and in the same location, do I need a permit?**

A: Yes. New fences require a zoning permit, even when replacing the same type of fence and in the same location. The reason is that a fence previously allowed may be affected by new zoning rules after the old fence was built. A site plan is needed to show the location of the new fence, along with a brochure or photograph of the fence type and a completed application. Please reference FAQ 1 for application information. For additional detail please refer to the [Residential Fence Fact Sheet](#).

If you are on a corner lot, please contact the Community Development Department for assistance as special rules apply, (513) 248-3731.

Generally, fences in residential districts are limited to side and rear yard areas of the lot, and cannot be more than six feet in height (there are some exceptions for large lots). Privacy fences must be installed with the finished side of the fence facing outward.

To see the regulations applicable to most residential fences, please review [Miami Township Zoning Resolution Chapter 8](#).

**6. Trees. My neighbor has a tree or tree limb that is in poor condition and I would like to have it removed. Can the Township require it to be taken down?**

A: No. Township regulations do not require the removal of trees that may be damaged, dead or overhanging a neighboring property. The property owner may contact the owner's attorney or insurance carrier for assistance through a private civil action. If a tree is affecting a public road, please contact the Miami Township Service Department at (513) 248-3728.

**7. Temporary signs. I would like to have a temporary or special message sign for my business, what are the rules for that?**

A: The Zoning Resolution provides an opportunity for a limited amount of temporary signage several times per year for your business. For more information, [please reference Miami Township Zoning Resolution 24.12A and 24.12F](#).

**8. Sheds and detached garages ("accessory buildings"). Do I need a permit for an accessory building for my residence?**

A: Yes. A zoning permit is required prior to the installation of a shed or other detached structure on your residential or commercial property. The Zoning Resolution imposes maximum area and size restrictions on accessory buildings. Please refer to FAQ 1 on how to submit an application, and contact Community Development Department staff with any questions at (513) 248-3731.

**9. Signs for a nonprofit event and cultural gatherings such as festivals. I would like to put some signs out advertising an upcoming event for my nonprofit organization, can I do that?**

A: Yes. The Zoning Resolution provides for limited advertising for a nonprofit event. Please refer to [Miami Township Zoning Resolution Section 24.12E1](#) for more information.

**10. Decks. I am planning to install a new or replacement deck, do I need a zoning certificate?**

A: Yes. A permit is required for decks, including a replacement deck of the same dimension. In most zoning districts, decks must maintain the same minimum setbacks as the home, which is 10 ft on the side yard and 35 ft on the rear property line. To apply, please refer to FAQ 1 and call Community Development Department staff at (513) 248-3731 if you need help!

**11. Swimming pools. What are the rules concerning swimming pools?**

A: To apply to install a swimming pool, please reference FAQ 1. If there are application questions, please do not hesitate to contact the Community Development Department staff at (513) 248-3731!

Helpful information on swimming pool installation and required specialty gates and latches can be found in the department's [pool fence and gate factsheet](#). Pools must be located behind the front of the house and at least 15 ft from the side and rear property lines. Pools must be surrounded by a secure fence of at least four feet in height, with a self-closing and self-latching gate. Please note that the total of all accessory structures on a property, including the swimming pool area, may not exceed more than 30% of the total rear yard on the lot.

**12. Home businesses. May I conduct a business out of my home?**

A: Yes if conforming to the rules in [Miami Township Zoning Resolution Section 25.09](#). To inquire about this application process, please contact the Miami Township Community Development Department at (513) 248-3731.

**13. New commercial businesses. I want to start or expand a business in Miami Township – What do I do?**

A: A Miami Township zoning permit is required for a new business, the expansion of a business' floor area or for an existing Miami Township business that is relocating to new space within the Township. Reference FAQ 1 above on how to apply, and please contact the Miami Township Community Development Department at (513) 248-3731 with questions. A Miami Township zoning permit is required prior to receiving a Clermont County occupancy permit.