

GOSHEN TOWNSHIP PERMIT REQUIREMENTS

APPLICATION WITH PROPERTY OWNER'S SIGNATURE REQUIRED FOR ALL PERMITS

INSPECTIONS REQUIRED: FINAL, FOUNDATION, PIERS & SIGNS

COMMERCIAL APPLICATION TYPE	PLANS REQUIRED	NUMBER OF SETS
New Commercial Building	ISR Worksheet	1
Commercial Addition	Full set of construction documents including mechanical and sprinkler drawings as required.	6 (1 set for Zoning, 1 set for Fire Department, 4 sets returned to applicant to submit to Clermont County)
Interior Finish/Alterations	Full set of construction documents including mechanical and sprinkler drawings as required.	6 (1 set for Zoning, 1 set for Fire Department, 4 sets returned to applicant to submit to Clermont County)
Accessory Use Structure (including solar panels) (100 sq. ft. and over)		
Accessory Use Structure (under 100 sq. ft.)	Site Plan	2
	Elevation	
	Floor Plan	
Façade Renovations	Site Plan	5 (1 set for Zoning, 4 sets returned to applicant to submit to Clermont County)
	Elevation	
	Signage Plan (if applicable)	
Tenant Change (no exterior changes)	Site Plan	6 (1 set for Zoning, 1 set for Fire Department, 4 sets returned to applicant to submit to Clermont County)
	Floor Plan	
	Letter of Intent	
New Address	Site Plan	2 (1 set for Zoning, 1 set to be returned to applicant
New Sign	Site Plan	5 (1 set for Zoning, 4 sets returned to applicant to submit to Clermont County)
	Sign Details	
	Elevation	
	Foundation Plan (if applicable)	
Sign Face Change	Site Plan	5 (1 set for Zoning, 4 sets returned to applicant to submit to Clermont County)
	Before/After Elevations	
Temporary Sign	Site Plan	2
	Sign Elevation	
Temporary Tents	Site Plan	3 (1 set for Zoning, 1 set to Fire Department, 1 set returned to applicant)
(Under 200 sq. ft. closed sides)	Tent Details	
(Under 700 Sq. ft. open sides)	Letter of Intent	1
Temporary Tents	Site Plan	6 (1 set for Zoning, 1 set to Fire Department, 4 sets returned to applicant to submit to Hamilton County)
(200 sq. ft. and over closed sides)	Tent Details	
(700 sq. ft. and over open sides)	Letter of Intent	
Parking Lot	Site Plan	6 (1 set for Zoning, 1 set for Fire Department, 4 sets returned to applicant to submit to Clermont County)
	Parking Stall Details	
	Parking Analysis Worksheet	
Fence	Site Plan	2
	Fence Details	
Retaining Wall	Site Plan	5 (1 set for Zoning, 4 sets returned to applicant to submit to Clermont County)
	Wall Details	