

BOARD OF TRUSTEES

Bonnie J. Batchler
Robert W. Pautke
Allen M. Freeman

FISCAL OFFICER

Debbie Schwey

ADMINISTRATOR

Timothy P. Hershner



950 Locust Corner Road
Cincinnati, Ohio 45245

(513) 752.6262

Fax # (513) 752.8981

www.piercetownship.org

Why do I need a Zoning Certificate?

A Zoning Certificate ensures all constructions within Pierce Township comply with its zoning regulations.

What Type of Projects?

A Zoning Certificate is required for all new construction. This includes:

- New Homes
- Fences
- Decks
- Room Additions
- Finishing Basements
- New Commercial and Industrial Buildings
- Additions to Commercial and Industrial Buildings
- New Business
- Home Occupations
- Swimming pools
- Storage Sheds
- Detached Garage
- Signs, Permanent and Temporary

This list is not all inclusive, but does indicate the most common projects which require a Certificate. Zoning Certificates are not normally required for remodeling projects replacing or upgrading like items such as remodeling a kitchen or bath, new windows or new roof.

What do I need to obtain a Zoning Certificate?

To obtain a Zoning Certificate you must complete an application form. This is a two page form that provides basic information on the proposed project. In addition to the application form you must provide two (2) copies of a site plan and one (1) copy of the plans for your project. There is an application fee required for each application.

How Long Does it Take to Get a Zoning Certificate?

Most Zoning Certificates can be issued within five business days provided the application is complete.

Where Do I Get a Zoning Certificate?

Zoning Certificates can be obtained at the Pierce Township Administration located at 950 Locust Corner Road Cincinnati, Ohio 45245. Applications are available online at www.piercetownship.org.