



Zoning Regulations
Village of South Webster, Ohio

Version 1

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ARTICLE 1: GENERAL PROVISIONS.....	5
Sec 1.1 Title.....	5
Sec 1.2 Purpose	5
Sec 1.3 Interpretation	5
Sec 1.4 Separability.....	5
Sec 1.5 Repeal of Conflicting Ordinances or Resolutions.....	6
Sec 1.6 Existing Uses	6
ARTICLE 2: ADMINISTRATION	7
Sec 2.1 Purpose	7
Sec 2.2 General Provisions	7
Sec 2.3 Zoning Administrator.....	7
Sec 2.4 Responsibilities of Zoning Administrator	7
Sec 2.5 Planning Commission	8
Sec 2.6 Duties of Planning Commission.....	8
Sec 2.7 Board of Zoning Appeals	9
Sec 2.8 Rules and Procedures - Board of Zoning Appeals.....	9
Sec 2.9 Applications and Fees – Board of Zoning Appeals	9
Sec 2.10 Appeals Procedure – Board of Zoning Appeals.....	10
Sec 2.11 Hearing on Appeal – Board of Zoning Appeals.....	10
Sec 2.12 Variances – Board of Zoning Appeals	11
Sec 2.13 Conditional Uses – Board of Zoning Appeals.....	11
Sec 2.14 Duties of Zoning Administrator, Village Council, and Courts Relative to the Board of Zoning Appeals	12
Sec 2.15 Village Council.....	12
Sec 2.16 Schedule of Fees.....	12
ARTICLE 3: ENFORCEMENT.....	14
Sec 3.1 General.....	14
Sec 3.2 When Zoning Permits Required	14
Sec 3.3 Contents of Application for Zoning Permit	14
Sec 3.4 Approval of Zoning Permit.....	15

Sec 3.5	Conditional Uses.....	15
Sec 3.6	Record of Zoning Permits.....	15
Sec 3.7	Failure to Obtain a Zoning Permit.....	15
Sec 3.8	Construction and Use to be as Provided in Applications, Plans, Permits, and Certificates.....	16
Sec 3.9	Complaints Regarding Violations	16
Sec 3.10	Entry onto Property.....	16
Sec 3.11	Stop Work Order	16
Sec 3.12	Zoning Permit Revocation.....	16
Sec 3.13	Notice of Violation	16
Sec 3.14	Citation Procedure	17
Sec 3.15	Penalties and Fines.....	18
Sec 3.16	Additional Remedies	18
ARTICLE 4:	NONCONFORMITIES.....	19
Sec 4.1	Purpose	19
Sec 4.2	Uses Under Conditional Use Provisions Not Non-Conforming Uses.....	19
Sec 4.3	Avoidance of Undue Hardship	19
Sec 4.4	Non-Conforming Uses of Land.....	19
Sec 4.5	Non-Conforming Structures.....	20
ARTICLE 5:	ESTABLISHMENT OF DISTRICTS	22
Sec 5.1	Purpose	22
Sec 5.2	Establishment of Districts	22
Sec 5.3	Zoning District Map.....	22
Sec 5.4	Identification of Official Zoning Map.....	22
Sec 5.5	Permitted Uses	23
Sec 5.6	Accessory Uses.....	23
Sec 5.7	Conditional Uses.....	23
Sec 5.8	Interpretation of District Boundaries.....	23
ARTICLE 6:	DISTRICT REGULATIONS	25
Sec 6.1	Compliance with Regulations	25
Sec 6.2	Essential Services, Public Service Facilities, and Neighborhood Parkland/Open Space.....	25
Sec 6.3	Visibility at Intersections	25
Sec 6.4	Deteriorated or Abandoned Structures	25
Sec 6.5	Setbacks on Existing Lots	25

Sec 6.6	AG - Agricultural District Regulations	26
Sec 6.7	R1 - Single-Family Residential District Regulations	27
Sec 6.8	R2 - Single and Multi-Family Residential District Regulations.....	28
Sec 6.9	R3 - Comprehensive Residential District Regulations.....	30
Sec 6.10	CR – Mixed Commercial/Residential District Regulations	32
Sec 6.11	IN - Industrial District Regulations.....	34
Sec 6.12	PS – Public Services District Regulations	35
ARTICLE 7: AMENDMENT PROCEDURES		36
Sec 7.1	Procedure for Amendment or District Changes	36
Sec 7.2	General.....	36
Sec 7.3	Initiation of Zoning Amendments.....	36
Sec 7.4	Contents of Application for Zoning Map Amendment	36
Sec 7.5	Contents of Application for Zoning Text Amendment.....	37
Sec 7.6	Transmittal to Planning Commission.....	37
Sec 7.7	Recommendation by Planning Commission.....	37
Sec 7.8	Public Hearing by Village Council.....	37
Sec 7.9	Notice to Property Owners.....	37
Sec 7.10	Action by Village Council	38
Sec 7.11	Zoning Map Amendments.....	38
ARTICLE 8: DEFINITIONS		39

ARTICLE 1: GENERAL PROVISIONS

Sec 1.1 Title

These Regulations shall be known and may be cited as the “Zoning Regulations of the Village of South Webster, Ohio.”

Sec 1.2 Purpose

These Regulations are enacted for the general purpose of:

- promoting the public health, safety, comfort, and welfare of the residents of the Village of South Webster, Ohio (“the Village”);
- to protect and preserve the character of the Village for future generations;
- to protect the property rights of all individuals by assuring the compatibility of uses and practices within districts;
- to preserve and enhance property valuations;
- to facilitate the provision of public utilities and public services;
- to provide for the administration and enforcement of these Regulations, including the provision of penalties for violation, and for any other purpose provided in these regulations, the Ohio Revised Code (ORC), or under common law rulings.

Sec 1.3 Interpretation

In their interpretation and application, the provisions of these Regulations shall be held to be minimum requirements, adopted for the promotion of the public health, safety, and the general welfare. Whenever the requirements of these Regulations conflict with the requirements of any other lawfully adopted rules, regulations, ordinances, or resolutions, the most restrictive, or that imposing the higher standards, shall govern.

Sec 1.4 Separability

Should any section or provision of these Regulations be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of these Regulations as a whole, or any part thereof other than the part so declared to be unconstitutional or invalid.

Sec 1.5 Repeal of Conflicting Ordinances or Resolutions

All Ordinances or Resolutions in conflict with these Regulations or inconsistent with the provisions of these Regulations are hereby repealed to the extent necessary to give these Regulations full force and effect.

Sec 1.6 Existing Uses

Any uses of structures and/or land that are in place in any zoning district at the time these Regulations become effective shall be allowed to continue, subject to the conditions specified in Article 4: Nonconformities.

Any structure that is abandoned or currently unused at the time these Regulations go into effect will immediately fall under the regulations for the zoning district within which it is located.

ARTICLE 2: ADMINISTRATION

Sec 2.1 Purpose

This article sets forth the powers and duties of the Planning Commission, the Board of Zoning Appeals, the Village Council and the Zoning Administrator with respect to the administration of the provisions of these Regulations.

Sec 2.2 General Provisions

The formulation, administration and enforcement of these Regulations is hereby vested in the following offices and bodies within the Village of South Webster government:

1. Zoning Administrator
2. Planning Commission
3. Board of Zoning Appeals
4. Village Council

Sec 2.3 Zoning Administrator

The Zoning Administrator shall administer and enforce these Regulations. The Mayor or his designee shall perform the responsibilities of the Zoning Administrator, with the assistance of such other persons as the Mayor may request.

Sec 2.4 Responsibilities of Zoning Administrator

The Zoning Administrator shall have the following duties:

1. Enforce the provisions of these Regulations and interpret the meaning and application of its provisions.
2. Respond to questions concerning applications for amendments to the Zoning Regulations text and the Official Zoning District Map.
3. Issue zoning permits as provided by these Regulations, and keep a record of same with a notation of any special conditions involved.
4. Act on all applications upon which he is authorized to act by the provisions of these Regulations within the specified time or notify

the applicant in writing of his refusal or disapproval of such application and the reason(s) therefore. Failure to notify the applicant in case of such refusal or disapproval within the specified time shall entitle the applicant to submit his request to the Board of Zoning Appeals.

5. Review uses of buildings and land to determine compliance with these Regulations and, in the case of any violation, to notify in writing the person(s) responsible, specifying the nature of the violation and ordering corrective action.
6. Maintain in current status the Official Zoning District Map, which shall be kept on permanent display in the Village office and made available for viewing and download from the Village website.
7. Make all records available for the use of the Village Council, the Planning Commission, the Board of Zoning Appeals, and the public.
8. Determine the existence of any violations of these Regulations, and initiate administrative or legal action as needed to address such violations.

Sec 2.5 Planning Commission

The Planning Commission shall be established in accordance with ORC Chapter 713, consisting of five members to include the Mayor, one member of Council to be elected by Council for the remainder of his/her term of office, and three residents of the Municipality to be appointed by the Mayor for the terms of six years each, except that the term of one of the members of the first commission shall be for four years and one for two years. All such members shall serve without compensation.

Vacancies shall be filled by appointment by the Mayor and approved by Council and shall be for the unexpired term.

Sec 2.6 Duties of Planning Commission

The Planning Commission shall have all the powers and duties authorized by the Ohio Revised Code, including but not limited to the following:

1. Recommend the proposed Zoning Regulations, including text and map, to the Village Council for formal adoption.
2. Initiate and recommend to the Village Council advisable map or text changes where these will promote the best interest of the public in general.

3. Review all proposed amendments to the text or map and make recommendations to the Village Council.

Sec 2.7 Board of Zoning Appeals

A Board of Zoning Appeals is hereby established as per Chapter 713 of the Ohio Revised Code. Per Village Ordinance #03-2024, the Planning Commission shall carry out the duties and responsibilities of the Board of Zoning Appeals.

Sec 2.8 Rules and Procedures - Board of Zoning Appeals

1. The Board of Zoning Appeals shall organize and adopt rules for its own government not inconsistent with law or with any other ordinances of the Village.
2. Meetings. Meetings of the Board shall be at the call of the Chairman, and at such other times as the Board may determine. The Chairman, or in his absence the Acting Chairman, may administer oaths and the Board may compel the attendance of witnesses. All meetings of the Board shall be open to the public. The Board shall keep minutes of its proceedings showing the vote of each member upon each question, or, if absent or failing to vote, indicating such fact. The Board shall keep records of its examinations and other official actions, all of which shall be immediately filed in the office of the Fiscal Officer. Such records shall be a public record.
3. Quorum. Three members of the Board shall constitute a quorum. The Board shall act by resolution and the concurring vote of three members of the Board shall be necessary to reverse any order or determination of the Zoning Administrator, or to decide in favor of an applicant in any matter of which the Board has original jurisdiction under the Zoning Regulations or to grant any variance from the requirements stipulated in the Zoning Regulations.
4. Village Council Assistance. The Board may call upon the Village Council for assistance in the performance of its duties, and Council shall render such assistance to the Board as may reasonably be required.

Sec 2.9 Applications and Fees – Board of Zoning Appeals

An application, in cases in which the Board of Zoning Appeals has taken original jurisdiction under the provisions of the Zoning Regulations, may be taken by any property owner, including a tenant, or by a

government officer, department, board or bureau. Such application shall be filed with the Zoning Administrator who shall transmit the application to the Board. A fee as established by Village Council shall be paid to the Zoning Administrator at the time notice of appeal is filed, which the Zoning Administrator shall forthwith pay over to the Fiscal Officer to the credit of the General Revenue Fund.

Sec 2.10 Appeals Procedure – Board of Zoning Appeals

1. An appeal to the Board of Zoning Appeals may be taken by any person aggrieved or by an officer of the Municipality affected by any decision of the Zoning Administrator. Such appeal shall be taken within twenty days after the decision, by filing with the Zoning Administrator and with the Board a notice of appeal, specifying the grounds thereof.
2. The Zoning Administrator shall forthwith transmit to the Board all the papers constituting the record upon which the action appealed from was taken.
3. An appeal shall stay all proceedings in furtherance of the action appealed from, unless the Zoning Administrator shall certify to the Board, after the notice of appeal has been filed with it, that there are facts which would, in his opinion, cause immediate peril to life or property. In such a case, proceedings shall not be stayed otherwise than by a restraining order which may be granted by the Board or by a court of equity, after notice to the officer from whom the appeal is taken and due cause is shown.
4. The Board may in conformity with the provisions of the Zoning Regulations reverse or affirm, wholly or partly, or may modify the order, requirements, decision or determination as in its opinion ought to be made in the premises, and to that end, shall have all powers of the Zoning Administrator from whom the appeal is taken.

Sec 2.11 Hearing on Appeal – Board of Zoning Appeals

1. The Board of Zoning Appeals shall fix a reasonable time for the hearing of an appeal, give public notice thereof and at least ten days' notice to parties of interest, and decide upon the appeal within a reasonable time after it is submitted. Each application or notice of appeal shall be accompanied by the fee specified in the Village of South Webster Schedule of Fees.
2. The hearings of the Board shall be public. However, the Board may go into executive session for discussion, but not for voting on any case before it.
3. Upon the day for hearing an application or appeal, the Board may adjourn

the hearing in order to permit the obtaining of additional information or to cause such further notice as it deems proper to be served upon such other property owners as it decides may be substantially interested in the application or appeal. In the case of an adjourned hearing, persons previously notified and persons already heard need not be notified of the time of resumption of such hearing unless the Board so decides.

4. The Board shall decide all applications and appeals within thirty days after the final hearing thereon.
5. The Chairman of the Board shall make and transmit a certified copy of the Board's decision to all parties of interest. Such decision shall be binding upon the Zoning Administrator and observed by him/her and he/she shall incorporate the terms and conditions of the decision in the permit to the applicant or appellant, whenever a permit is authorized by the Board.
6. A decision of the Board shall not become final until the expiration of five days from the date such decision is made, unless the Board finds the immediate taking effect of such decision is necessary for the preservation of property or personal rights, and in that event, shall so certify on the record.

Sec 2.12 Variances – Board of Zoning Appeals

Where a strict application of any provision of the Zoning Regulations would result in undue hardship upon the owner of a specific property, the owner shall have the right to request a variance to eliminate the hardship. The Board of Zoning Appeals shall have the power to vary the strict application of the Zoning Regulations, except as it applies to mobile homes, so long as such variation shall remain in harmony with the intent of the Zoning Regulations so that the public health, safety, comfort, prosperity and general well-being of the residents will be conserved and substantial justice done.

Sec 2.13 Conditional Uses – Board of Zoning Appeals

The Board of Zoning Appeals shall have the power to hear and decide, in accordance with the provisions of the Zoning Regulations, applications pled as herein provided, for conditional uses or for interpretation of the Zoning Map.

The Board shall give due regard to the nature and condition of all adjacent uses and structures; and in authorizing a conditional use, the Board may impose such requirements and conditions as the Board may deem necessary for the protection of adjacent properties and the public interest.

Sec 2.14 Duties of Zoning Administrator, Village Council, and Courts Relative to the Board of Zoning Appeals

It is the intent of these Regulations that all questions of interpretation and enforcement shall be first presented to the Zoning Administrator, and that such questions shall be presented to the Board only on appeal from the decision of the Zoning Administrator, and that recourse from the decisions of the Board shall be to the courts as provided by law.

It is further the intent of these Regulations that the duties of the Village Council shall not include hearing and deciding questions of interpretation and enforcement that may arise. The procedure for deciding such questions shall be as stated in this section and these Regulations. Under these Regulations Village Council shall only have the duties of considering and adopting or rejecting proposed amendments or the repeal of these Regulations as provided by law, and of establishing a schedule of fees and charges as stated in Section 2.16 of these Regulations.

Nothing in these Regulations shall be interpreted to prevent any official of the Village from appealing a decision of the Board to the courts as provided in the Ohio Revised Code chapters 2505 and 2506. Any such appeal shall be made within ten (10) days of the Board's written decision.

Sec 2.15 Village Council

The powers and duties of the Village Council pertaining to the Zoning Regulations are as follows:

1. Act on the appointments of members to the Planning Commission, as per Chapter 713 of the Ohio Revised Code.
2. Act upon suggested amendments to the Zoning Regulations text or map, as per Chapter 713 of the Ohio Revised Code, and per Article 7 of these Regulations.
3. Override a written recommendation of the Planning Commission on a text or map amendment provided that such legislative action is passed by a vote of not less than three-quarters of the Village Council.

Sec 2.16 Schedule of Fees

The Village Council shall establish a schedule of fees for zoning permits, amendments, appeals and other procedures and services pertaining to the administration and enforcement of these Regulations, after considering the recommendations of the Zoning Administrator with respect to actual administrative costs, both direct and indirect. The schedule of fees shall be

available on the village website and may be altered or amended only by the Village Council. Until all such appropriate fees, charges, and expenses have been paid in full, no action shall be taken on any application, appeal, or administrative procedure.

ARTICLE 3: ENFORCEMENT

Sec 3.1 General

This article stipulates the procedures to be followed in obtaining permits, certificates, and other legal or administrative approvals under these Regulations.

Sec 3.2 When Zoning Permits Required

No principal building or accessory building shall be erected, moved, or added to, nor shall any principal building, accessory building, or land be changed in use without a permit therefore, issued by the Zoning Administrator.

Zoning permits shall be issued only in conformity with the provisions of these Regulations unless the Zoning Administrator receives a written order from the Board of Zoning Appeals deciding an appeal, conditional use, variance, or finding of substantially similar use.

No zoning permit is required for internal building modifications or renovations when there is no change in use. No zoning permit is required for external building renovations or modifications when the building footprint is unchanged and there is no change in use. No zoning permit is required for Accessory Use items (see Article 8: Definitions) not permanently fixed in the ground.

A zoning permit is not a building permit. The Village of South Webster does not require or issue building permits, and there are no specific building codes in the Village. Owners and contractors are encouraged to comply with the most recent version of the Ohio Building Codes, as maintained by the Ohio Department of Commerce.

Sec 3.3 Contents of Application for Zoning Permit

The application for a zoning permit shall be made in writing and be signed by the owner or applicant attesting to the truth and exactness of all information supplied in the application. At a minimum, the application shall contain the following information and be accompanied by all required fees:

1. Name, address, and phone number of applicant;
2. Legal description of property;
3. Existing use;
4. Proposed use;

5. Zoning district;
6. Site Plans showing the actual dimensions and the shape of the lot to be built upon; the exact size and location of existing buildings on the lot, if any; and the location and dimensions of the proposed building(s) or alteration;
7. Location and design of access drives;
8. Number of dwelling units;

Sec 3.4 Approval of Zoning Permit

Within thirty (30) days after the receipt of an application, the Zoning Administrator shall either approve or disapprove the application in conformance with the provisions of these Regulations. One copy of the plans shall be returned to the applicant by the Zoning Administrator, after the Zoning Administrator shall have marked such copy either as approved or disapproved and attested to same by his signature on such copy. One copy of the plans, similarly marked, shall be retained by the Zoning Administrator. The Zoning Administrator shall issue a placard, to be posted in a conspicuous place on the property in question, attesting to the fact that the activity is in conformance with the provisions of these Regulations.

Sec 3.5 Conditional Uses

The Board of Zoning Appeals shall hear and determine all requests for Conditional Uses within any zoning district via the Zoning Permit process. In granting a Conditional Use, the Board of Zoning Appeals may impose such conditions as it may deem necessary to protect the public health, safety, or welfare and to further the purpose and intent of these Zoning Regulations.

Sec 3.6 Record of Zoning Permits

The Zoning Administrator shall maintain a record of all zoning permits and copies shall be furnished, upon request and upon payment of the established fee, to any person.

Sec 3.7 Failure to Obtain a Zoning Permit

Failure to obtain a zoning permit shall be a punishable violation of these Regulations.

Sec 3.8 Construction and Use to be as Provided in Applications, Plans, Permits, and Certificates

Zoning permits issued on the basis of plans and applications approved by the Zoning Administrator authorize only the use and arrangement set forth in such approved plans and applications or amendments thereto. Any use, arrangement, or construction contrary to that authorized shall be deemed a punishable violation of these Regulations.

Sec 3.9 Complaints Regarding Violations

Whenever a violation of these Regulations occurs, or is alleged to have occurred, any person may file a written complaint. Such complaint stating fully the causes and basis thereof shall be filed with the Zoning Administrator. The Zoning Administrator shall record properly such complaint, investigate it, and take action thereon as provided by these Regulations.

Sec 3.10 Entry onto Property

The Zoning Administrator is authorized to enter onto property at a time arranged with the owner in advance for the purpose of enforcing the provisions of these Regulations. Prior to seeking entry to any property, the Zoning Administrator shall attempt to obtain the permission of the owner or occupant. If such permission is denied or cannot be obtained, a zoning permit will not be issued.

Sec 3.11 Stop Work Order

Subsequent to his determination that work is being done contrary to these Regulations, the Zoning Administrator shall write a stop work order and post it on the premises involved. Removal of a stop work order, except by order of the Zoning Administrator, shall constitute a punishable violation of these Regulations.

Sec 3.12 Zoning Permit Revocation

The Zoning Administrator may issue a revocation notice to revoke a permit or administrative approval which was issued contrary to these Regulations or based upon false information or misrepresentation in the application.

Sec 3.13 Notice of Violation

1. Whenever the Zoning Administrator determines that there is a violation of any provision of these Regulations, a warning tag shall be issued and shall serve as a notice of violation. Such order shall:

- a. Be in writing;
 - b. Identify the violation;
 - c. Include a statement of the reason or reasons why it is being issued and refer to the sections of these Regulations being violated; and
 - d. State the time by which the violation shall be corrected.
2. Service of notice of violation shall be as follows:
- a. By personal delivery to the person or persons responsible, or by leaving the notice at the usual place of residence of the owner with a person of suitable age and discretion; or
 - b. By certified mail deposited in the United States Post Office addressed to the person or persons responsible at a last known address. If a certified mail envelope is returned with endorsement showing that the envelope is unclaimed, then service shall be sent by ordinary mail, and the mailing shall be evidenced by a certificate of mailing which shall be filed by the Zoning Administrator. Service shall be deemed complete when the fact of mailing is entered of record, provided that the ordinary mail envelope is not returned by the postal authorities with an endorsement showing failure of delivery; or
 - c. By posting a copy of the notice form in a conspicuous place on the premises found in violation.

Sec 3.14 Citation Procedure

If, upon re-inspection following the issuance of a notice of violation, the condition has not been corrected, the person or persons responsible shall be issued a citation. Such citation shall:

1. Be served personally;
2. Be in writing;
3. Identify the violation;
4. State the time, date and place for appearance in court; and
5. State the amount of the fine payable in lieu of a court appearance.
6. Citations shall be delivered by the Zoning Administrator or his designee.

If the citation cannot be served personally, the Zoning Administrator shall request that a summons be issued by the Portsmouth Municipal Court.

Sec 3.15 Penalties and Fines

It shall be unlawful to violate any provision of these Regulations or any amendment thereto. Any person, firm or corporation who violates these Regulations or fails to comply with any of its requirements shall upon conviction thereof be fined not more than one hundred (100) dollars and in addition shall pay all legal costs, court costs, and any costs to remediate the conditions that violate these Regulations.

Sec 3.16 Additional Remedies

Nothing in these Regulations shall be deemed to abolish, impair or prevent other additional remedies as provided by law. In the event of a violation of any provision or requirement of these Regulations, or in the case of an imminent threat of such a violation, the Zoning Administrator, Village legal counsel, or the owner of any neighboring property who would be especially damaged by such violation, may, in addition to other recourses provided by law, institute mandamus, injunction, abatement, or other appropriate actions to prevent, remove, abate, enjoin, or terminate such violation.

ARTICLE 4: NONCONFORMITIES

Sec 4.1 Purpose

Within the districts established by these Regulations, or by amendments thereto which may later be adopted, lots, uses of land, structures, and uses of structures and land in combination may exist which were lawful before these Regulations were passed or amended, but which would be prohibited, regulated, or restricted under the terms of these Regulations. The legitimate interest of those who lawfully established these nonconformities are herein recognized by providing for their continuance, subject to regulations limiting their completion, restoration, reconstruction, extension, and substitution.

Nevertheless, while it is the intent of these Regulations that such nonconformities be allowed to continue until removed, they should not be encouraged to survive. Therefore, no nonconformity may be moved, extended, altered, expanded, or used as grounds for any other use(s) or structure(s) prohibited elsewhere in the district without the approval of the Board of Zoning Appeals, except as otherwise specifically provided for in these Regulations.

Sec 4.2 Uses Under Conditional Use Provisions Not Non-Conforming Uses

Any pre-existing use which is permitted as a conditional use in a district under the terms of these Regulations shall not be deemed a non-conforming use in such district, but shall without further action be considered a conforming use.

Sec 4.3 Avoidance of Undue Hardship

To avoid undue hardship, nothing in these Regulations shall be deemed to require a change in the plans, construction, or designated use of any building on which actual construction was lawfully begun prior to the effective date of adoption or amendment of these Regulations and upon which actual building construction has been carried on diligently. Actual construction is hereby defined to include the placing of construction materials in permanent position and fastened in a permanent manner. Where demolition or removal of an existing building has been substantially begun preparatory to rebuilding, such demolition or removal shall be deemed to be actual construction, provided that the work shall be carried out diligently.

Sec 4.4 Non-Conforming Uses of Land

Where, at the time of adoption of these Regulations, lawful uses of land

exist which would not be permitted by these Regulations, the uses may be continued so long as they remain otherwise lawful, provided:

1. No such nonconforming uses shall be enlarged or increased, nor extended to occupy a greater area of land than was occupied at the effective date of adoption or amendment of these Regulations;
2. No such nonconforming uses shall be moved in whole or in part to any portion of the lot or parcel other than that occupied by such uses at the effective date of adoption or amendment of these Regulations;
3. If any such nonconforming uses of land are discontinued or abandoned for more than six months (except when government action impedes access to the premises), any subsequent use of such land shall conform to the regulations specified by these Regulations for the district in which such land is located;
4. No additional structure not conforming to the requirements of these Regulations shall be erected in connection with such nonconforming use of land.

Sec 4.5 Non-Conforming Structures

Where a lawful structure exists at the effective date of adoption or amendment of these Regulations that could not be built under the terms of these Regulations, such structure may be continued so long as it remains otherwise lawful, subject to the following provisions:

1. No such nonconforming structure may be enlarged or altered in a way which increases its nonconformity, but any structure or portion thereof may be altered to decrease its nonconformity;
2. Should such nonconforming structure or nonconforming portion of a structure be destroyed by any means, it shall not be reconstructed except in conformity with the provisions of these Regulations;
3. Should such structure be moved for any reason for any distance whatever, it shall thereafter conform to the regulations for the district in which it is located after it is moved;
4. When a nonconforming use of a structure, or structure and land in combination, is discontinued or abandoned for more than two (2) years (except when government action impedes access to the premises), the structure, or structure and land in combination, shall not thereafter be used except in conformity with the regulations of the district in which it is located.

**ARTICLE 5:
ESTABLISHMENT OF DISTRICTS**

Sec 5.1 Purpose

The purpose of this article is to establish zoning districts in order to accomplish the general purposes set forth in these Regulations.

Sec 5.2 Establishment of Districts

The following zoning districts are hereby established for the Village of South Webster, Ohio:

- AG Agricultural
- R1 Single Family Residential
- R2 Single or Multi-Family Residential
- R3 Comprehensive Residential
- CR Mixed Commercial/Residential
- IN Industrial
- PS Public Services

Sec 5.3 Zoning District Map

The districts established in Section 5.2, as shown on the Official Zoning Map, which, together with all data, references, explanatory material and notations thereon, are hereby officially adopted as part of these Regulations and hereby incorporated by reference herein, thereby having the same force and effect as if herein fully described in writing.

Sec 5.4 Identification of Official Zoning Map

The Official Zoning Map shall be properly identified by the signature of the Mayor as attested by the Village Fiscal Officer, and bearing the official village seal. The Map shall be on file in the Village office and shall be available for viewing or download from the Village website.

Sec 5.5 Permitted Uses

Only a use designated as permitted shall be allowed as a matter of right in any zoning district, and any use not so designated shall be prohibited.

Sec 5.6 Accessory Uses

An accessory use or structure is clearly incidental and secondary to the principal permitted building or use and located on the same lot with such principal building or use. Accessory uses or structures shall be allowed in accordance with the specific zoning district regulations.

Sec 5.7 Conditional Uses

A proposed use which more intensely affects an area than those uses permitted in the zoning district in which it is located may nonetheless be desirable and compatible with permitted uses if that use is properly regulated. Such uses shall be listed as “conditional uses” within the description of the respective zoning districts. The Planning Commission may allow a conditional use where it will be consistent with the general purpose and intent of the specific zoning district in which it is located.

Sec 5.8 Interpretation of District Boundaries

The following rules shall be used to determine the precise location of any zoning district boundary unless such boundary is specifically indicated on the Official Zoning Map:

1. Where district boundaries are so indicated as approximately following the center line of thoroughfares or highways, street lines, or highway right-of-way lines, such center lines, street lines, or highway right-of-way lines shall be construed to be said boundaries.
2. Where district boundaries are so indicated that they approximately follow the lot lines, such lot lines shall be construed to be said boundaries.
3. Where district boundaries are so indicated that they are approximately parallel to the center lines or street lines of streets, or the center lines or right-of-way lines of highways, such district boundaries shall be construed as being parallel thereto and at such distance there from as indicated on the Official Zoning Map. If no distance is given, such dimensions shall be determined by the use of the scale shown on the Official Zoning Map.
4. Where the boundary of a district follows a stream, creek, pond, or

other body of water, said boundary line shall be deemed to be at the limit of the jurisdiction of the Village unless otherwise indicated.

5. Where district boundaries are so indicated that they follow or approximately follow the limits of the municipal corporation, such boundaries shall be construed as following such limits.
6. Whenever any street, alley, or other public way is vacated by official Village Council action, the zoning district adjoining each side of such street, alley, or public way shall automatically be extended to the center of such vacation, and all areas within that vacation shall thenceforth be subject to all regulations appropriate to the respective extended districts.

All questions and disputes concerning the exact location of zoning district boundaries shall be resolved by the Planning Commission.

ARTICLE 6: DISTRICT REGULATIONS

Sec 6.1 Compliance with Regulations

The Regulations for each district shall be minimum regulations and shall apply uniformly to each class or kind of structure or land. No building, structure, or land shall be used or occupied and no building or structure or part thereof shall be erected, constructed, reconstructed, moved, or structurally altered except in conformity with all the Regulations herein specified for the district in which it is located.

Sec 6.2 Essential Services, Public Service Facilities, and Neighborhood Parkland/Open Space

Nothing in these Regulations shall be deemed to prevent or restrict a unit of government from exercising the provision of essential services or public utilities, from establishing a public service facility, or from establishing neighborhood parkland or open space.

Sec 6.3 Visibility at Intersections

Vision clearance is required on all corner lots at the street corner. The Zoning Administrator is hereby empowered to cause all obstructions to be removed in the interest of public safety.

Sec 6.4 Deteriorated or Abandoned Structures

Deteriorated or abandoned structures such as dwellings, garages, barns, sheds, storage tanks, or commercial buildings for which no future use is contemplated and for which no other acceptable use is practicable or feasible and/or which creates a health or safety hazard, or public nuisance shall be demolished and removed.

Sec 6.5 Setbacks on Existing Lots

Setback requirements established in the various zoning districts generally refer to new construction in those districts. Variances to the setback requirements may be granted as circumstances warrant for remodeling or new construction on existing lots. The Zoning Administrator may include the width of street rights-of-way or alleys when determining setback compliance. Consideration of lot sizes and consistency with existing

neighborhood appearance will also be taken into account when determining setback variances.

Sec 6.6 AG - Agricultural District Regulations

Purpose: The Agricultural District is established to designate property primarily used for crops and/or livestock, with or without a single-family residence.

1. Principal Permitted Uses:

- a. Agriculture
- b. Single-family Dwellings

2. Accessory Uses:

- a. Garage, barn, or outbuildings as typically utilized in farming operations or on residential lots
- b. Swimming pools, playsets or other uses typically found on residential lots

3. Conditional Uses requiring review from the Planning Commission:

- a. Outdoor seasonal commercial establishments or other commercial activity that may increase traffic, create additional parking requirements, or increase the need for public services
- b. Commercial Vacation Dwellings

4. Lot, Area and Building Requirements:

- a. Zoning Lot Area Requirements: 5 acres minimum
- b. Yard Requirements: the following are minimum ("setback") dimensions for new construction on new lots in this district:
 - 1) Front: 30'
 - 2) Rear: 20'
 - 3) Side: 20'

Sec 6.7 R1 - Single-Family Residential District Regulations

Purpose: The Single-Family Residential District is established to preserve the essential residential community character of the village.

1. **Principal Permitted Uses:**

- a. Single-Family Dwellings

2. **Accessory Uses**

- a. Garage or outbuildings as typically found on residential lots
- b. Swimming pools, playsets or other uses typically found on residential lots
- c. Home occupations or home-based businesses that do not impact the residential character of the R1 district
- d. Churches

3. **Conditional Uses** requiring review/approval from the Board of Zoning Appeals:

- a. Home occupations or home-based businesses where the activity may increase traffic, create additional parking requirements, or increase the need for public services
- b. Commercial Vacation Dwellings

4. **Lot, Area and Building Requirements:**

- a. Yard Requirements: the following are minimum ("setback") dimensions for new construction on new lots in this district:
 - 1) Front: 30'
 - 2) Rear: 20'
 - 3) Side: 20'

Sec 6.8

R2 - Single and Multi-Family Residential District Regulations

Purpose: The Single and Multi-Family Residential District is established to preserve the essential residential community character of the village, while providing flexible housing density guidelines for future development.

1. Principal Permitted Uses:

- a. Single-Family Dwellings
- b. Two-Family Dwellings
- c. Multi-Family Dwellings

2. Accessory Uses

- a. Garage or outbuildings as typically found on residential lots
- b. Swimming pools, playsets or other uses typically found on residential lots
- c. Home occupations or home-based businesses that do not impact the residential character of the R2 district
- d. Churches

3. Conditional Uses requiring review/approval from the Board of Zoning Appeals:

- a. Home occupations or home-based businesses where the activity may increase traffic, create additional parking requirements, or increase the need for public services
- b. Child day care centers in compliance with state regulations
- c. Elderly housing facility in compliance with state regulations
- d. Commercial Vacation Dwellings

4. **Lot, Area and Building Requirements:**

- a. Sleeping Area (apartments and group residential facilities): minimum 100 square feet per occupant, permanently enclosed by walls and at least one exit door. Sleeping area square footage requirement excludes attached closet, bathroom, under stairs, or other storage areas.
- b. Yard Requirements: the following are minimum ("setback") dimensions for new construction on new lots in this district:
 - 1) Front: 30'
 - 2) Rear: 20'
 - 3) Side: 20'

Sec 6.9

R3 - Comprehensive Residential District Regulations

Purpose: The Comprehensive Residential District is established to preserve the essential residential community character of the village, while maximizing density guidelines for future development.

1. Principal Permitted Uses:

- a. Single-Family Dwellings
- b. Two-Family Dwellings
- c. Multi-Family Dwellings

2. Accessory Uses

- a. Garage or outbuildings as typically found on residential lots
- b. Swimming pools, playsets or other uses typically found on residential lots
- c. Home occupations or home-based businesses that do not impact the residential character of the R3 district
- d. Churches

3. Conditional Uses requiring review/approval from the Board of Zoning Appeals:

- a. Home occupations or home-based businesses where the activity may increase traffic, create additional parking requirements, or increase the need for public services
- b. Child day care centers in compliance with state regulations
- c. Elderly housing facility in compliance with state regulations
- d. Commercial Vacation Dwellings
- e. Mobile homes
- f. Class I Type A or B group residential facility
- g. Class II Type A or B group residential facility

4. **Lot, Area and Building Requirements:**

- a. Sleeping Area (apartments and group residential facilities): minimum 100 square feet per occupant, permanently enclosed by walls and at least one exit door. Sleeping area square footage requirement excludes attached closet, bathroom, under stairs, or other storage areas.
- b. Yard Requirements: the following are minimum ("setback") dimensions for new construction on new lots in this district:
 - 1) Front: 30'
 - 2) Rear: 20'
 - 3) Side: 20'

Sec 6.10

CR – Mixed Commercial/Residential District Regulations

Purpose: The Mixed Commercial/Residential District is established to preserve the small-town atmosphere of the commercial areas of the village while providing for future development of retail shopping and employment opportunities.

1. Principal Permitted Uses:

- a. Commercial retail businesses
- b. Professional offices
- c. Personal Services businesses
- c. Medical offices/outpatient treatment as defined in Article 8: Definitions
- d. Single-Family Dwellings

2. Conditional Uses requiring review/approval from the Board of Zoning Appeals:

- a. Home occupations or home-based businesses where the activity may increase traffic, create additional parking requirements, or increase the need for public services
- b. Nursery schools or child day care centers in compliance with state regulations
- c. Elder-care housing or assisted-living homes in compliance with state regulations
- d. Multi-Family Dwellings
- d. Storage facilities
- e. Funeral Homes

3. Lot, Area and Building Requirements:

- a. Sleeping Area (apartments and group residential facilities):

minimum 100 square feet per occupant, permanently enclosed by walls and at least one exit door. Square footage requirement excludes attached closet, bathroom, or other areas.

b. Yard Requirements: the following are minimum ("setback") dimensions for new construction on new lots in this district:

- 1) Front: 30'
- 2) Rear: 20'
- 3) Side: 20'

Sec 6.11 IN - Industrial District Regulations

Purpose: The Industrial District is established to regulate existing industrial areas of the village.

1. **Principal Permitted Uses:**

- a. Construction trades
- b. Heavy equipment service, repair, and storage
- c. Automotive service and repair
- d. Light manufacturing
- e. Administrative offices and laboratories

2. **Conditional Uses** requiring review/approval from the Board of Zoning Appeals:

- a. Other industrial use - any conditional industrial use where the activity may significantly increase traffic, create additional stress on roads or bridges due to vehicle size or weight, create additional parking requirements, increase the need for public services, create excessive ambient noise, or emit noxious fumes, smoke, or dust must be approved by the Board of Zoning Appeals.

Sec 6.12 PS – Public Services District Regulations

Purpose: The Public Services District is established to preserve usage of those parcels that are owned or leased by government agencies or public institutions and are used to deliver services to the public.

3. Principal Permitted Uses:

- a. Schools and related educational services and facilities
- b. Library
- c. Post Office
- d. Fire Station
- e. Senior Citizens/Community building
- f. Parkland, recreational areas, and open spaces

4. Conditional Uses requiring review/approval from the Planning Commission:

- a. Other Public Service Uses - Any use where the activity may significantly increase the amount of traffic or impede the flow of traffic, create additional parking requirements, increase the need for public services or utilities, or create a significant impact on any area of the Village must be approved by the Board of Zoning Appeals.

ARTICLE 7: AMENDMENT PROCEDURES

Sec 7.1 Procedure for Amendment or District Changes

These Regulations, either text or map, may be amended utilizing the procedures specified in Article 7.

Sec 7.2 General

Whenever the public necessity, convenience, general welfare, or good zoning practices require, Council may by ordinance, after receipt of recommendation thereon from the Planning Commission, and subject to procedures provided by law, amend, supplement, change or repeal the regulations, restrictions, and boundaries or classification of property.

Sec 7.3 Initiation of Zoning Amendments

Amendments to these Regulations may be initiated in one of the following ways:

1. By the adoption of a motion by the Planning Commission;
2. By the adoption of a resolution by Village Council;
3. By the filing of an application by at least one (1) owner or lessee of property within the area proposed to be changed or affected by said amendment.

Sec 7.4 Contents of Application for Zoning Map Amendment

Applications for amendments to the Official Zoning Map adopted as part of these Regulations shall contain at least the following information:

1. The name, address, and phone number of the applicant;
2. A statement of the reason(s) for the proposed amendment;
3. Present use;
4. Present zoning district;
5. Proposed use;
6. Proposed zoning district;
7. A vicinity map at a scale approved by the Zoning Administrator showing property lines, thoroughfares, existing and proposed zoning, and such other items as the Zoning Administrator may require;
8. A list of all property owners and their mailing addresses who are within, contiguous to, or directly across the street from the parcel(s) proposed to be rezoned and others that may have a substantial interest in the case, except that addresses need not be included where more than ten (10) parcels

- are to be rezoned;
9. A fee as established by Village Council.

Sec 7.5 Contents of Application for Zoning Text Amendment

Applications for amendments proposing to change, supplement, amend, or repeal any portion(s) of these Regulations, other than the Official Zoning Map, shall contain at least the following information:

1. The name, address, and phone number of the applicant;
2. A statement of the reason(s) for the proposed amendment;
3. A fee as established by Village Council.

Sec 7.6 Transmittal to Planning Commission

Immediately after the adoption of a resolution by the Village Council or the filing of an application by at least one (1) owner or lessee of property, said resolution or application shall be transmitted to the Commission.

Sec 7.7 Recommendation by Planning Commission

Within thirty (30) days from the receipt of the proposed amendment, the Planning Commission shall transmit its recommendation to the Village Council. The Planning Commission may recommend that the amendment be granted as requested, or it may recommend a modification of the amendment as requested, or it may recommend that the amendment be denied. The written decision of the Planning Commission shall indicate the specific reason(s) upon which the recommendation is based.

Sec 7.8 Public Hearing by Village Council

Upon receipt of the recommendation from the Planning Commission, Village Council shall schedule a public hearing. Said hearing shall be not more than forty (40) days from the receipt of the recommendation from the Planning Commission.

Sec 7.9 Notice to Property Owners

If the proposed amendment intends to rezone or redistrict ten or less parcels of land, as listed on the tax duplicate, written notice of the hearing shall be mailed by the Fiscal Officer, by first class mail, at least twenty (20) days before the day of the public hearing to all owners of property within, contiguous to, and directly across the street from such area proposed to be rezoned or redistricted to the addresses of such owners appearing on the

County Auditor's current tax list, and to such other list or lists that may be specified by Village Council. The failure to deliver the notification as provided in this section shall not invalidate any such amendment.

Sec 7.10 Action by Village Council

Within thirty (30) days after the public hearing required by Section 7.8 the Village Council shall either adopt or deny the recommendation of the Planning Commission or adopt some modification thereof. In the event the Village Council denies or modifies the recommendation of the Planning Commission, it must do so by not less than three-fourths of the full membership of Village Council. No such ordinance shall be passed unless it has been fully and distinctly read on three different days except that such ordinances may become emergency legislation if three-fourths of the members of Village Council vote to dispense with this rule.

Sec 7.11 Zoning Map Amendments

Within fifteen (15) days of the effective date of any change of a zoning district classification or boundary, the Zoning Administrator shall amend the Official Zoning Map to reflect such change, and shall note the effective date of such change, together with appropriate reference to the ordinance authorizing such change. The Official Zoning Map shall then be signed by the Mayor and the Chairman of the Planning Commission and attested to by the Fiscal Officer.

ARTICLE 8: DEFINITIONS

Interpretation of Terms or Words: Certain terms or words used herein shall be interpreted as follows:

1. The word "person" includes a firm, association, organization, partnership, trust, company, or corporation as well as an individual.
2. The present tense includes the future tense, the singular number includes the plural, and the plural number includes the singular.
3. The word "shall" is a mandatory requirement, the word "may" is a permissive requirement, and the word "should" is a preferred requirement.
4. The words "used" or "occupied" include the words "intended, designed, or arranged to be used or occupied."
5. The word "lot" includes the words "plot" or "parcel".

Accessory Use (or Structure): Accessory Use means a use, object, or structure constructed or installed on the surface of a parcel, which is located on the same lot as a principal use, object or structure, and which is subordinate to or serves the principal use, object, or structure, is subordinate in area to the principal use, object, or structure, and is customarily incidental to the principal use, object, or structure. Among other things, "Accessory Use" includes anything of a subordinate nature attached to or detached from a principal structure or use, such as fences, walls, sheds, garages, parking places, decks, and above-ground pools. Except as otherwise required in these Regulations, an accessory use shall be a permitted use.

Agriculture: The use of land for farming, dairying, pasturage, apiculture, horticulture, floriculture, viticulture, and animal and poultry husbandry and the necessary accessory uses for packing, treating, or storing the produce, provided, however that:

1. The operation of any such accessory uses shall be secondary to that of normal agricultural activities; and
2. Agriculture does not include the feeding of garbage to animals or the operation or maintenance of a commercial stockyard or feedyard, nor does it include the fighting of animals for amusement or profit.

Alterations, Structural: Any change in the supporting members of a building such as bearing walls, columns, beams, or girders.

Building: Any structure designed or intended for the support, enclosure, shelter, or protection of persons, animals, or property.

Building, Accessory: A subordinate building detached from, but located on the same lot as the principal building, the use of which is incidental and accessory to that of the main building or use.

Building, Principal: A building in which is conducted the main or principal use of the lot on which said building is situated.

Child Day-Care: Administering to the needs of infants, toddlers, pre-school children, and school children by persons other than their parents or guardians, custodians, or relatives by blood, marriage, or adoption for any part of the twenty-four hour day in a place or residence other than the child's own home or a school.

Child Day-Care Center: Any place in which child day-care is provided for financial compensation, for three or more children at any one time.

Commercial Retail Establishment: Any business normally found in a business district, where goods or services are offered for sale in small quantities directly to the consumer. Includes restaurants and other food service establishments.

Conditional Use: A use permitted within a district other than a principally permitted use, requiring approval of the Board of Zoning Appeals.

Dwelling: Any building or structure on a permanent foundation (except a house trailer or mobile home as defined by Ohio Revised Code 4501.01) which is wholly or partly used or intended to be used for living or sleeping by one or more human occupants.

Dwelling Unit: Space, within a dwelling, comprising living, dining, sleeping room or rooms, storage closets, as well as space and equipment for cooking, bathing, and toilet facilities, all used by only one family:

Dwelling, Single-Family: A dwelling consisting of a single dwelling unit only, separated from other dwelling units by open space. A single-family dwelling is constructed on a permanent foundation.

Dwelling, Two-Family: A dwelling consisting of two dwelling units which may be either attached side by side or one above the other, and each unit having a separate or combined entrance or entrances. Also commonly referred to as a “duplex”. A two-family dwelling is constructed on a permanent foundation. Each dwelling unit is rented or leased to separate entities.

Dwelling, Multi-Family: A dwelling consisting of three or more dwelling units with varying arrangements of entrances and party walls. Also commonly referred to as an “apartment building”. A multi-family dwelling is constructed on a permanent foundation. Each dwelling unit is rented or leased to separate entities.

Dwelling, Commercial Vacation: A dwelling consisting of a single dwelling unit, typically rented by the night. May also be referred to as a “vacation home”, “AirBnB”, or “Bed and Breakfast”.

Easements: Authorization by a property owner for the use by another, and for a specified purpose, of any designated part of his property.

Elderly Housing Facility: A building or buildings containing (3) or more dwelling units where occupancy is restricted to elderly persons or households. Such facilities may include emergency first aid care, day care, therapy, personal care, nursing facilities, recreational facilities, and provide for independent or semi-independent living.

Elderly Person: Any person who is 62 years of age or older, or any person under 62 years of age who is handicapped such that his physical impairments are of a long-term duration and impede his ability to live independently without a suitable housing environment.

Essential Services: The erection, construction, alteration, or maintenance, by public utilities or municipal or other governmental agencies, of underground gas, electrical, steam or water transmission, or distribution systems, collection, communication, supply or disposal systems, collection, communication, supply or disposal systems or sites, including poles, wires, mains, drains, sewers, pipes, traffic signals, hydrants, or other similar equipment and accessories in connection therewith which are reasonably necessary for the furnishing of adequate service by such public utilities or municipal or other governmental agencies or for the public health or safety or general welfare, but not including buildings.

Family: A person living alone, or two or more persons living together as a single housekeeping unit in a dwelling unit, as distinguished from a group occupying a rooming house, motel or hotel, dormitory, fraternity or sorority house, provided, however, that "family" shall not include more than four persons unrelated to each other by blood, marriage or legal adoption, except for Class I Type B group residential facilities.

Group Residential Facility: A group residential facility is a community residential facility, licensed and/or approved and regulated by the State of Ohio, which provides rehabilitative or habilitative services in a residential setting. There are two classes of group residential facilities.

Class I: Any state, federal, or locally approved dwelling or place used as a foster home for children or adults (not including nursing homes) or as a home for the care or rehabilitation of dependent or pre-delinquent children, for the physically handicapped or disabled, or for those with mental illness or developmental disabilities. A Class I Type A group residential facility contains six (6) or more residents, exclusive of staff. A Class I Type B group residential facility contains five (5) or less residents, exclusive of staff.

Class II: Any state, federal, or locally approved dwelling or place used as a home for juvenile offenders; a halfway house providing residential care or rehabilitation for

adult offenders in lieu of institutional sentencing; a halfway house providing residence for persons leaving correctional institutions; and residential rehabilitation centers for alcohol and drug abusers, provided that detoxification is expressly prohibited on such premises. A Class II Type A group residential facility contains six (6) or more residents, exclusive of staff. A class II Type B group residential facility contains five (5) or less residents, exclusive of staff.

Home Occupation: Home Occupation means an incidental use which is an activity, profession, occupation, service, craft or revenue-enhancing hobby conducted primarily by family members which is clearly incidental and subordinate to the use of the premises as a dwelling, and is conducted entirely within the dwelling unit or elsewhere on the premises by conditional use permit, without any significant adverse effect upon the surrounding neighborhood.

Junk Buildings, Junk Shops, Junk Yards: Any land, property, structure, building, or combination of the same, on which junk is stored or processed.

Living Area: The finished area of a dwelling unit which is usable for human occupancy, and can be heated, the entire year.

Lot: For the purposes of these Regulation, a lot is a parcel of land of sufficient size to meet minimum zoning requirements for use, coverage, and area, and to provide such yards and other open spaces as are herein required. Such lot shall have frontage on an improved public street, or on an approved private street, and may consist of:

1. A single lot of record;
2. A portion of a lot of record;
3. A combination of complete lots of records, of complete lots of record and portions of lots of record, or of portions of lots of record.

Lot of Record: A lot which is part of a subdivision recorded in the office of the County Recorder, or a lot or parcel described by metes and bounds, the description of which has been so recorded.

Manufacturing, Light: Manufacturing or other industrial uses which are usually controlled operations; relatively clean, quiet, and free of objectionable or hazardous elements such as smoke, noise, odor, or dust; operating and storing within enclosed structures; and generating little industrial traffic and no nuisances.

Medical Offices and Clinics: Includes the offices of physicians, dentists, and other licensed health practitioners and medical and dental laboratories. These establishments are primarily engaged in outpatient care with permanent facilities and with medical staff to provide diagnosis and/or treatment for patients who are ambulatory and do not require in-patient care.

Mobile Home: Any vehicle not self-propelled, transportable in one or more sections which, in the traveling mode, is 8 feet or more in width or 40 feet or more in length, or, when erected on site, is 320 or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling unit with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air conditioning, and electrical systems contained therein, and which bears a label certifying that it is built in compliance with Federal Manufactured Housing Construction and Safety Standards.

Neighborhood Parkland/Open Space: An outdoor area, owned and/or controlled by a unit of Government, which is set aside for the purpose of recreation or play primarily for the use of Village residents.

Nonconformities: Uses of land, structures, and uses of structures and land in combination lawfully existing at the time of enactment of these Regulations or its amendments which do not conform to the regulations of the district or zone in which they are situated and are therefore incompatible.

Open Spaces: An area substantially open to the sky which may be on the same lot with a building. The area may include, along with the natural environmental features, water areas, swimming pools, and tennis courts, any other recreational facilities that the planning (zoning) commission deems permissive. Streets, parking areas, structures for habitation, and the like shall not be included.

Personal Service Business: A business providing services of a personal nature including beauty and barber shops and nail salons; excludes tattoo parlors.

Professional Offices: Uses that include, but are not limited to, corporate offices; insurance; real estate; law; engineering; architecture; management and consulting; accounting; bookkeeping and investment; data processing services; advertising, commercial art and public relations; travel agencies; and personnel and employment services.

Public Service Facility: The erection, construction, alteration, operation, or maintenance of buildings, power plants, or substations, water treatment plants or pumping stations, sewage disposal or pumping plants and other similar public service structures by a public utility, by a railroad, whether publicly or privately owned, or by a municipal or other governmental agency, including the furnishing of electrical, gas, rail transport, communication, public water and sewage services.

Public Service Uses: Public parks, schools, administrative and cultural buildings and structures, not including public land or buildings devoted solely to the storage and maintenance of equipment and materials and public service facilities.

Right-of-Way: A strip of land taken or dedicated for use as a public way. In addition to the roadway, it normally incorporates the curbs, lawn strips, sidewalks, lighting, and drainage facilities, and may include special features (required by the topography or treatment) such as

grade separation, landscaped areas, viaducts, and bridges.

Schools: Educational institutions which are chartered or licensed by the State of Ohio, or accredited by a recognized body or authority, and which offer courses in instruction leading toward competency in some trade or profession, or a degree, diploma, or certificate.

Setback (Line): A line established generally parallel with, and measured from, the front, rear, or side lot line, defining the limits within a yard in which no building or structure may be located, except as may be specifically provided for in the regulations for the specific zoning district (See Yard).

Similar Use or Substantially Similar Use: A use not specifically listed but similar to any of the permitted building or use classifications of any district, but which may be found analogous and added to a classification as determined by the Board of Zoning Appeals.

Street, Road, or Alley: The full width between the property lines (right-of-way lines) bounding every public way of whatever nature with a part thereof to be used for traffic.

Structure: Anything constructed or erected, the use of which requires location on the ground, or attachment to something having a fixed location on the ground. Among other things, structures include buildings, mobile homes, walls, fences and billboards.

Use: The specific purposes for which land or a building is designated, arranged, intended, or for which it is or may be occupied or maintained.

Variance: A modification of the strict terms of the relevant regulations where such modification will not be contrary to the public interest and where owing to conditions peculiar to the property and not the result of the action of the applicant, a literal enforcement of the regulations would result in unnecessary and undue hardship.

Zoning Administrator: The Zoning Administrator is the person designated to administer and enforce zoning regulations and related ordinances. This person may also be known as the Zoning Inspector.

Zoning Permit: A document issued by the Zoning Administrator authorizing the use of lots, structures, uses of land structures, and the characteristics of the uses.