

BUILDING IN CLINTON COUNTY

From Your Friends at:
Clinton County
Wilmington, OH 45177

TO: John Q. Public
Wants to Build
Clinton Co./Blanchester

Agency Directory

OFFICE	ADDRESS	PHONE
Engineer's Map Office	Courthouse, 1 st floor	937-382-4335
County Engineer's Office	1326 Fife Avenue	937-382-2078
Environmental Health Department	111 S. Nelson, Suite 1	937-382-7251
Regional Planning Office	69 N. South Street, Suite 100	937-382-3582
Building and Zoning Department	111 S. Nelson, Suite 8	937-382-3335
ODOT	District 8, 505 SR 741 S. Lebanon	937-382-2229
Highland Co. Water Company	6686 SR 50 W, Hillsboro	800-533-6839
Western Water Company	1175 SR 28, Goshen	800-626-2109
Soil and Water Department	111 S. Nelson	937-382-1158
County Recorder's Office	Courthouse, 2 nd floor	937-382-2067

Trustees for each Township can be determined by calling 937-382-2078.

Professional Surveyor can be found in the Yellow Pages (county officials cannot recommend).

BUILDING IN CLINTON COUNTY:



HOW TO GET FROM HERE:



TO HERE:

This flyer is designed to be a guide, and not an official document.

An overview guide of who to see and when to see them!

This information pertains to building a new home on an existing lot, in Clinton County, outside corporation limits.

Depending on the lot, you may need to complete some or all of the following steps **BEFORE** You bring in the backhoe. When visiting each of these offices, you will receive information concerning the inspections required from that office. There may be costs and time delays associated with some of the steps.

1. Get a copy of the existing survey and deed of your lot from the Map Office.
2. Get a house number from the Engineer's Office (call in advance to request number).
3. Get a driveway permit from the Engineer's Office (stake preferred driveway location first).
4. Get building packet from Building and Zoning Office (draw plot plan and check zoning).
5. Get a Flood Plain Review and Driveway Approval Signature from the Engineer's Office.
6. Get a Site Evaluation for your septic design from the Health Department (Environmental).
7. Get an Erosion Control and Drainage Review from the Soil and Water Conservation Office.
8. Get a Building Permit from the Building and Zoning Office.
9. Get water service from the Western Water Company, Highland County Water Company or a Well Permit from the Health Department (Environmental).
10. A plumbing permit from the Health Department (Environmental) must be acquired by the contractor doing the plumbing.

Any or all of these steps may have already been completed by a developer. If not, these steps need to be completed by the individual or the general contractor.

Steps may be addressed in the Technical Review Committee Meeting held each Wednesday at 8:00 a.m. at the Clinton County Engineer's Office. This meeting is designed to allow several agencies to work together with the knowledge and support of the others in reviewing plot plans. The meeting is open to the public and provides a convenient way to obtain approval signatures on your plot plan without visiting each office individually. Appointments are not necessary and individuals are met with on a "first come, first serve" basis.

Once you have your approval signatures on your plot plan, and the necessary permits in hand, you can now proceed with building your house. The permits allow you to proceed with the understanding that at certain points during the process, inspections will be required. Depending on the progress made by the contractor(s), these inspections might happen in a different order, but each one must be passed before proceeding.

For your convenience, the county office locations, phone numbers and hours have been listed on the back of this form.