

**NEW COMMERCIAL/INDUSTRIAL CONSTRUCTION  
FREMONT, OHIO 43420**

- I. Obtain and file application with Zoning Department. With application submit the following information:
- A. Scale plot plan with the following information:
- |  |                                    |
|--|------------------------------------|
| 1. Lot size - feet and square footage;   | 6. Proposed signage;               |
| 2. Proposed construction - building size/height - feet and square footage        | 7. Parcel number;                  |
| 3. Proposed setbacks;  | 8. Proposed water and sewer lines; |
| 4. Proposed use;   | 9. Drainage plans;                 |
| 5. Number of off-street parking spaces, loading areas, driving lanes, and sizes; | 10. Landscaping plans.             |
- II. If plot plan is approved by Zoning Department;
- A. File for State Permits with Ohio Industrial Relations any office.
- B. Once state permit is obtained:
- C. To obtain a Zoning Permit;
- |   |                            |
|---|----------------------------|
| 1. Require complete set of state approved plans on CD. dwg format or pdf. | 3. List of sub-contractors |
| 2. Copy of State Permit   | 4. Fee as required.        |
- III. Sewer Tap Permit - issued by City Engineer's Office.
- A. Contractor must be licensed with the City of Fremont
- IV. Water Tap Permit - issued by Fremont Water Department
- V. Waste Water Contribution Permit - issued by Water Pollution Control Center. This permit is renewed every two (2) years.
- VI. Any food service needs to contact the Sandusky County Health Department.

If five (5) or more acres of land is being disturbed a NPDES permit is required. Contact Northwest District Office of the Ohio EPA.

**FOR MORE INFORMATION CONTACT THE FOLLOWING DEPARTMENTS :**

**City Engineer's Office**

John P. Kuzma, City Engineer  
323 South Front Street  
Phone: 419-334-8963

**Fremont City Water Office**

Troy Thatcher, Utilities Billing Dept. Manager  
323 South Front Street  
Phone: 419-334-8966

**Department of Commerce**

Bureau of Construction Compliance  
2323 West Fifth Avenue  
Columbus, Ohio 43216  
Phone: 614-644-2622

**Water Pollution Control Center**

Jeff Lamson, Superintendent  
1019 Sand Road  
Phone: 419-334-3876

**State Inspector:**

**Structural/Electrical/Plumbing Inspector:**

Phone: 1-800-822-3208 between 7:30 AM and 2:00 PM

**Zoning Department**

Fran Gierhart, Zoning Inspector  
323 South Front Street  
Phone: 419-332-6950  
Email – [zoning@fremontohio.org](mailto:zoning@fremontohio.org)

**Sandusky County Soil & Water**

Joe Perry  
2000 Countryside Drive  
Phone: 419-334-6324

**Sandusky County Health Department**

2000 Countryside Drive  
Phone: 419-334-6377

**Ohio EPA - NW District Office**

Mary Beth Cohen  
347 North Dunbridge Road  
Bowling Green, Ohio 43402  
419-373-3014

**Fremont Fire Department**

Dave Foos, Fire Chief  
1145 West State Street  
Phone: 419-332-4131

**STATE FIRE MARSHAL**

614-728-5460

**CITY OFFICES FAX # 419-334-8434**

UPDATED: May 2011