



Economic Development & Planning Department
James Schimmer, Director

Certificate of Zoning Compliance

Residential Construction



(revised 11.18.15)

Property Information

Site Address:

Parcel ID(s):	Zoning District:
Lot Acreage:	Township:

Property Owner Information

Name:

Address:

Phone #

Fax #

Email:

Applicant Information

Same as property owner

Name:

Address:

Phone #

Fax #

Email:

Development Proposal

<input type="checkbox"/> New Residence	<input type="checkbox"/> Room Addition
<input type="checkbox"/> Patio/Deck	<input type="checkbox"/> Swimming Pool
<input type="checkbox"/> Detached structure (<i>pole barn, shed, etc.</i>)	<input type="checkbox"/> Home Occupation
<input type="checkbox"/> Pond	<input type="checkbox"/> Driveway, parking pad, etc.
<input type="checkbox"/> Interior remodel, fire rehab, etc.	<input type="checkbox"/> Land Disturbance (<i>grading, filling, etc.</i>)
<input type="checkbox"/> Roofing, siding and/or window replacement	<input type="checkbox"/> Minor Subdivision (<i>lot split, etc.</i>)
<input type="checkbox"/> Community Garden	<input type="checkbox"/> Apiaries
<input type="checkbox"/> Other (<i>please describe</i>):	

Applicant Signature

I, _____ (Print Name), hereby certify that all information provided is true and accurate and is submitted to induce the issuance of a Certificate of Zoning Compliance. I agree to be bound by all provisions of the Franklin County Zoning Resolution. I further agree to complete all work in accordance with all applicable Federal, State and local laws and regulations.

Applicant's Signature

Date

Staff Use Only

RZ#

Date Filed:

Fee Paid:

Receipt: #

Received By:

Water Supply

- Public (Central)
- Private (On-site)
- Other

Wastewater Supply

- Public (Central)
- Private (On-site)
- Other

Submittal Checklist

- Completed Application Form
- Fee Payment (check/money order only)
- Site Plan (max. 11"x17") see pg. 2
- Proof of Public Water/Wastewater
- Supporting Documents (*Home Occupation, Pond, Apiaries, etc.*)



Site Plan Requirements

***** Site plans which are incomplete and/or not drawn to scale will not be accepted*****

- **Preparation & Submittal**

- The site plan must be prepared by a design professional (i.e. registered surveyor, engineer and/or architect) as provided per Section 705.022 of the Franklin County Zoning Resolution
- Two (2) copies: Minimum size = 8.5"x11" paper, Maximum size = 11"x17" paper
 - Larger size and digital copies are acceptable in addition to the required paper sizes

- **Basic Content**

- North arrow and appropriate scale (i.e. 1 inch = 20 feet)
- Property lines labeled with exact dimensions
- Street right-of-way boundary and street centerline

- **Show all existing site conditions (label as "Existing"):**

- Location and dimensions of all existing buildings, structures* and landscaping
- Driveways, parking pads and other parking areas labeled with the dimensions and associated surface material
- On-site water and sanitary system location and dimensions. Provide proof of public water and/or sewer otherwise
- Existing use(s) of all buildings with associated gross floor area (GFA)
- All easements and utilities (above and below ground)
- Existing above and below ground drainage and stormwater features

**Structures may include but are not limited to swimming pools, ponds, sports courts, patios, porches, decks, overhangs and fences*

- **Show all proposed development (label as "Proposed"):**

- Location and dimensions of all proposed buildings, structures, additions, modifications to buildings/structures.
- Setback distance of all proposed development from the house, street centerline and all property lines
- Building elevations and/or architectural renderings (if applicable)
- Impervious and pervious surface location and dimensions with total lot coverage calculations provided
- Grading and drainage plan showing proposed above and below ground drainage and stormwater features
- Area of disturbance (i.e. grading, filling, clearing and excavating, etc.) labeled with precise dimensions and limits
- Landscaping details: location, quantity, size and plant species used (if applicable)
- Label buildings and/or structures to be demolished or removed from the property

- **Additional Content**

- Site topography (two (2) ft. contour intervals)
- Regulatory floodplain and riparian setback boundaries (if applicable)
- Erosion and sediment control plan (if applicable)

Please note that the requirements mentioned above, or portions of, may be waived by the Administrative Officer when, in his/her opinion the applicant has satisfactorily demonstrated that all aspects relative to the above have been suitably addressed.



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Page 3 of 3

RZ#

Staff Use Only

Development Standards

Zoning District:		
Subdivision Name		
Non-Conforming:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Floodplain:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Riparian Setbacks:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
VA/CU Required:	<input type="checkbox"/> Yes, Case #:	<input type="checkbox"/> No

	Required	Proposed
Lot Width:	ft	ft
Road Frontage:	ft	ft
Lot Area:	acre/s	acre/s
Lot Coverage:	%	%
Front Yard:	ft	ft
Side Yard (Left)*:	ft	ft
Side Yard (Right)*:	ft	ft
Rear Yard:	ft	ft
Distance from house	ft	ft
Building Height:	ft	ft
Parking Setback:	ft	ft

*As viewed from the street

Area Calculations

Principal Structure:	ft ²
Accessory Structure:	ft ²
Accessory Structure:	ft ²
Accessory Structure:	ft ²
Proposed Structure:	ft ²
Proposed Structure:	ft ²
Area of Disturbance:	acre/s

Technical Agencies

Public Health/OEPA	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Date Submitted:		
Date of Action:		
County Engineer	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Date Submitted:		
Date of Action:		
FSWCD	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Date Submitted:		
Date of Action:		
ODOT	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Date Submitted:		
Date of Action:		
	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Date Submitted:		
Date of Action:		

Staff Action

Approved Approved with Conditions Denied

Signature

Date

Comments/Conditions of Approval
