



PICKERINGTON
ESTABLISHED 1814

ZONING CERTIFICATE APPLICATION FORM

CITY OF PICKERINGTON

PLANNING & ZONING DEPARTMENT

51 EAST COLUMBUS STREET

PICKERINGTON, OH 43147 (614) 833-2204, FAX (614) 833-2273

website address: <http://www.pickerington.net>

APPLICATION NO.
office use

PROJECT INFORMATION

ZONE DISTRICT	AUDITOR'S PARCEL NO.	LOT NO.	CASH	CHECK #
" "				

PROJECT ADDRESS street #: _____ zip code: _____
SUBDIVISION / PROJECT DEVELOPMENT NAME _____

NAME ↓	STREET ADDRESS ↓	CITY, ST. ZIP ↓	PHONE # ↓
PROPERTY OWNER - <i>Who owns the land</i>			
ARCH / ENG / SURVEYOR / CONTRACTOR - <i>Plans by</i>			
APPLICANT - <i>Who is handling the permits</i>			

DESCRIBE PROPOSED WORK: _____

RESIDENTIAL:	NON-RESIDENTIAL:
<input type="checkbox"/> NEW SINGLE FAMILY RESIDENCE SQ. FT.- Living space _____ Garage _____, basement _____ <input type="checkbox"/> ADDITION <input type="checkbox"/> NEW MULTIPLE FAMILY RESIDENCE NO. OF UNITS _____ SQ. FT. _____ <input type="checkbox"/> ACCESSORY GARAGE or SHED SQ. FT. _____ <input type="checkbox"/> SWIMMING POOLS (in ground or above ground) pool size SQ. FT. _____ <input type="checkbox"/> FENCES or WALLS (Includes Retaining Walls) <input type="checkbox"/> PATIO / DECKS (attached or detached) <input type="checkbox"/> IN HOME OCCUPATION CERTIFICATE <input type="checkbox"/> YARD SALE <input type="checkbox"/> OTHER: NONCONFORMING USE CERT; ETC.	<input type="checkbox"/> BUILDING(s) (NEW) GROSS SQ. FT. (calc. per structure) _____ <input type="checkbox"/> BUILDING(s) (ADDITIONS) GROSS SQ. FT. (calc. per structure) _____ <input type="checkbox"/> CHANGE OF USE / NEW TENANT NO PARKING ANALYSIS <input type="checkbox"/> COMMERCIAL ALTERATIONS PARKING ANALYSIS <input type="checkbox"/> EXISTING USE / INTERIOR ALTERATIONS, NO PARKING ANALYSIS = NO APPLICATION <input type="checkbox"/> PARKING LOT, NEW PAVEMENT or RESTRIPIING <input type="checkbox"/> OTHER STRUCTURAL ADDITIONS <input type="checkbox"/> NEW SIGNS BUILDING _____ GROUND _____ <input type="checkbox"/> SIGNS - FACE CHANGE (as of Right) <input type="checkbox"/> SIGNS - TEMPORARY START DATE _____ <input type="checkbox"/> POOLS or TANKS (in ground or above ground) SQ. FT. _____ <input type="checkbox"/> FENCES or WALLS (Includes Retaining Walls) <input type="checkbox"/> TENTS; TEMPORARY SALES; <input type="checkbox"/> OTHER: _____

Impact Fee No Yes \$ _____ (see attached Impact Fee Estimate Form)

The owner of this building and undersigned, do hereby covenant and agree to comply with all the laws of the State of Ohio and the Zoning Code of Pickerington, Ohio, pertaining to building and buildings, and to construct the proposed building or structure or make the proposed change or alteration in accordance with the plans and specifications submitted herewith, and certify that the information and statements given on this application, drawings and specifications are to the best of their knowledge, true and correct.

APPLICANT SIGNATURE _____ DATE _____

DO NOT WRITE BELOW THIS LINE (office use)

BZA RES. NO. Case No. _____ Date: _____ Certificate of Appropriate: Case No.: _____ Date: _____

AMENDMENT: Case No. _____ Date: _____ As-of-Right Development Date: _____

APPROVED BY	Date	CERTIFICATE FEE TYPE	FEE \$
-------------	------	----------------------	--------

APPROVAL CONDITIONS (If any):

1. _____	Building Materials: _____ Site Plan: _____ Landscaping Plan: _____ Lighting Plan: _____ Signage: _____	Submittal Date	Approval Date
2. _____			
3. _____			
4. _____			
5. _____			

FEE SCHEDULE -- (per Ordinance 2007-3)

1. Residential - New and Multi-Family Use per dwelling \$125.00 (\$50.00 re-application fee); Existing Residential Additions \$25.00
2. Sign Certificates - Permanent - \$50.00, Temporary \$25.00 & Off-Premise \$2 per sq ft.
3. Non residential uses - \$125.00 for each use (change of use/new tenant, commercial alteration, parking lot, other structural or site plan additions, etc.)
4. Lot Split - \$ 100.00 per Split

SUBMISSION REQUIREMENTS - 2 COPIES OF SITE PLAN, ELEVATION, ETC.

A Certificate of Zoning Compliance should include some or all of the following information:

- **PROJECT INFORMATION:** Project Name; Owner Name; Builder Name; Plans Prepared by;
- **IDENTIFY:** Property Lines; Street Name(s); Existing & Proposed Structures including attached decks, cantilevers, accessory structures, fences, pavement, driveways, walks, easements, grades, etc.
- **DIMENSIONS:** of property lines; site size; setbacks from structure to all property lines; parking layout dimension details; other. Legibly drawn to scale is preferred.
- **PARKING:** analysis/calculations, impervious surface ratio calculations.
- **NORTH ARROW:** (typically with North to top or right of plan)

DO NOT WRITE BELOW THIS LINE (office use)

PLANS EXAMINER CORRESPONDENCE:

DATE CONTACT REGARDING

PLANS EXAMINER NOTES:

<p>CERTIFICATE OF APPROPRIATENESS: APPROVED</p> <p>o SITE PLAN / BUILDING MATERIALS _____</p> <p>o LANDSCAPING _____</p> <p>o LIGHTING _____</p> <p>o SIGNAGE _____</p>	<p>BUILDING MATERIAL REQUIREMENTS:</p> <table style="width:100%; border-collapse: collapse;"> <tr> <td></td> <td style="text-align: center;">REQUIRED</td> <td style="text-align: center;">PROVIDED</td> </tr> <tr> <td>o EXTERIOR ELEVATION</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>o MATERIAL TYPES/COLORS</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>o ROOF TYPE/COLOR</td> <td>_____</td> <td>_____</td> </tr> </table>		REQUIRED	PROVIDED	o EXTERIOR ELEVATION	_____	_____	o MATERIAL TYPES/COLORS	_____	_____	o ROOF TYPE/COLOR	_____	_____																																																												
	REQUIRED	PROVIDED																																																																							
o EXTERIOR ELEVATION	_____	_____																																																																							
o MATERIAL TYPES/COLORS	_____	_____																																																																							
o ROOF TYPE/COLOR	_____	_____																																																																							
<p>ZONE DISTRICT: " _____ "</p> <p>SITE PLAN REQUIREMENTS</p> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="text-align: left;">SETBACKS:</td> <td style="text-align: center;">REQUIRED</td> <td style="text-align: center;">PROVIDED</td> </tr> <tr> <td>o LOT WIDTH (AT BLDG)</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>BUILDING SETBACK</td> <td></td> <td></td> </tr> <tr> <td>o FRONT YARD</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>o SIDE YARD (R)</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>o SIDE YARD (L)</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>o REAR YARD</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>PARKING SETBACK</td> <td></td> <td></td> </tr> <tr> <td>o FRONT YARD</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>o SIDE YARD (R)</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>o SIDE YARD (L)</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>o REAR YARD</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>BUILDING HEIGHT:</td> <td style="text-align: center;">MAX.</td> <td style="text-align: center;">PROVIDED</td> </tr> <tr> <td>o FRONT</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>o SIDE (R)</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>o SIDE (L)</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>o REAR</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>RESIDENTIAL LOTS</td> <td style="text-align: center;">REQUIRED</td> <td style="text-align: center;">PROVIDED</td> </tr> <tr> <td>o Water Valve location (not in pavement)</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>o 18' wide driveway</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>COMMERCIAL LOTS</td> <td style="text-align: center;">REQUIRED</td> <td style="text-align: center;">PROVIDED</td> </tr> <tr> <td>o Parking Spaces</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>o Off-street Loading</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>o Dumpster Screening</td> <td>_____</td> <td>_____</td> </tr> </table>	SETBACKS:	REQUIRED	PROVIDED	o LOT WIDTH (AT BLDG)	_____	_____	BUILDING SETBACK			o FRONT YARD	_____	_____	o SIDE YARD (R)	_____	_____	o SIDE YARD (L)	_____	_____	o REAR YARD	_____	_____	PARKING SETBACK			o FRONT YARD	_____	_____	o SIDE YARD (R)	_____	_____	o SIDE YARD (L)	_____	_____	o REAR YARD	_____	_____	BUILDING HEIGHT:	MAX.	PROVIDED	o FRONT	_____	_____	o SIDE (R)	_____	_____	o SIDE (L)	_____	_____	o REAR	_____	_____	RESIDENTIAL LOTS	REQUIRED	PROVIDED	o Water Valve location (not in pavement)	_____	_____	o 18' wide driveway	_____	_____	COMMERCIAL LOTS	REQUIRED	PROVIDED	o Parking Spaces	_____	_____	o Off-street Loading	_____	_____	o Dumpster Screening	_____	_____	<p>LIGHTING REQUIREMENTS: REQUIRED PROVIDED</p> <p>o LOCATION OF LUMINARIES (WALL & SITE) _____</p> <p>o FOOT CANDLE LAYOUT _____</p> <p>o LIGHT POLE HEIGHT _____</p> <p>SIGNAGE REQUIREMENTS: REQUIRED PROVIDED</p> <p>BUILDING SIGN</p> <p>o ELEVATION _____</p> <p>o SQ. FT _____</p> <p>GROUND SIGN</p> <p>o ELEVATION _____</p> <p>o HEIGHT _____</p> <p>o SQUARE FOOTAGE _____</p> <p>o SET BACK _____</p> <p>o SITE TRIANGLE _____</p> <p>LANDSCAPE REQUIREMENTS: REQUIRED PROVIDED</p> <p>(# TREES, # SHRUBS, MOUNDING)</p> <p>o STREETSCAPE BUFFER _____</p> <p>o PERIMETER BUFFER _____</p> <p>o INTERIOR LANDSCAPING _____</p> <p>o TREE REPLACEMENT _____</p> <p>FENCE PERMIT: <i>Please submit the following items with the application:</i></p> <p>o Lot Layout</p> <p>o Fence material</p> <p>o Height of fence</p> <p>Other requirements:</p> <p>o Fences cannot be located in the front yard.</p> <p>o No setback requirements from side or rear yard.</p> <p>o Fences can be located in an easement but the owner of the easement is not obligated to replace/fix fence if damaged by easement owner.</p> <p>o Check your deed/ Home Owners Association to verify if fences are permitted.</p> <p>Yard Sale:</p> <p>o Two (2) sales per year are allowed</p> <p>o One sign is permitted from the night before to the end of sale</p> <p>o Signs must be 3 sq.ft or smaller(no balloons)</p> <p>o Signs are <i>never</i> permitted on public poles, traffic signs, fences or in the right of way</p>
SETBACKS:	REQUIRED	PROVIDED																																																																							
o LOT WIDTH (AT BLDG)	_____	_____																																																																							
BUILDING SETBACK																																																																									
o FRONT YARD	_____	_____																																																																							
o SIDE YARD (R)	_____	_____																																																																							
o SIDE YARD (L)	_____	_____																																																																							
o REAR YARD	_____	_____																																																																							
PARKING SETBACK																																																																									
o FRONT YARD	_____	_____																																																																							
o SIDE YARD (R)	_____	_____																																																																							
o SIDE YARD (L)	_____	_____																																																																							
o REAR YARD	_____	_____																																																																							
BUILDING HEIGHT:	MAX.	PROVIDED																																																																							
o FRONT	_____	_____																																																																							
o SIDE (R)	_____	_____																																																																							
o SIDE (L)	_____	_____																																																																							
o REAR	_____	_____																																																																							
RESIDENTIAL LOTS	REQUIRED	PROVIDED																																																																							
o Water Valve location (not in pavement)	_____	_____																																																																							
o 18' wide driveway	_____	_____																																																																							
COMMERCIAL LOTS	REQUIRED	PROVIDED																																																																							
o Parking Spaces	_____	_____																																																																							
o Off-street Loading	_____	_____																																																																							
o Dumpster Screening	_____	_____																																																																							
<p>LOT SPLIT: <i>Minor subdivision approval may be granted only under the following conditions: (Chapter 1462)</i></p> <p>o The proposed subdivision is fronted by an existing public road and involves no opening, widening, or extension of any street.</p> <p>o No more than five (5) lots are involved after the original parcel (from the base year 1972) has been completely subdivided.</p> <p>o The proposed use is not contrary to applicable subdivision or zoning regulations.</p> <p>o The property has been surveyed by a registered surveyor and a drawing and legal descriptions of the property are submitted with the application.</p> <p>o Plans for utility improvements, if any, have been approved by the City Engineer.</p> <p>o If City sanitary sewer and/or water is not provided, a letter from Fairfield County Health Department verifying septic and/or water service is required.</p>	<p>HOME OCCUPATIONS: (per Ordinance 2006-29)</p> <p>A) Permitted home occupations as defined by this shall be clearly incidental to the residential use of the unit and operate with the following limitations:</p> <ol style="list-style-type: none"> 1. The occupation shall take up less than 20% of the total area of the dwelling 2. Only commodities produced on the premises and items accessory thereto shall be sold on the premises 3. There shall not be any exterior, interior, structural, or aesthetic alterations to the dwelling unit to accommodate the home occupation that changes the residential character of the dwelling unit 4. No business practice, function, equipment, or process used in any home occupation shall create offensive odors, noise, vibration, light, heat, humidity, radiation, glare, electronic interference, smoke, or other particular matter, fumes, or anything that constitutes a nuisance or safety hazard beyond the property lines of the dwelling unit 5. Only family members residing in the home and one non-family member may be employed 6. There shall not be any exterior storage or display of products, equipment, or materials used in connection with the home occupation 7. No evidence of any home occupation shall be visible from off the lot where it is conducted except for a single identification sign of not more than two square feet (Sign Code Chapter 1292) 8. The occupation shall not generate traffic greater in volume than normal for a residential neighborhood 9. The occupation shall not demand increasing or enhancing the size, capacity, or flow of the water, gas, septic, sewer, or electrical systems beyond what is standard for a residence 																																																																								
<p>DEMOLITION PERMIT:</p> <ul style="list-style-type: none"> o Site plan to scale that includes the building/structure and other natural and man made features o Phasing of demolition if any 1. It is the City's discretion to determine if the property owners of adjoining lots upon which the structure or building is to be razed should be notified. A building demolition permit shall not be approved until a Zoning Certificate is approved and when the adjoining property owners are notified, if required. 																																																																									