

# CITY OF BEAVERCREEK

## RESIDENTIAL ZONING PERMIT

Date \_\_\_\_\_

Permit \_\_\_\_\_

Fee \_\_\_\_\_

**INSTRUCTIONS:** Fill out this application and attach 3 copies of a site plan drawn to Standard Engineering scale (e.g. 1'=30') showing the dimensions and shape of the lot, location, and setbacks of existing structures, and the exact location and dimensions of the proposed construction showing setbacks from property lines.

**NOTE: NEW CONSTRUCTION, ADDITIONS & DECKS OVER 6 FEET HIGH REQUIRE ONE COMPLETE SET OF CONSTRUCTION DRAWINGS.**

1. Address of Property \_\_\_\_\_ Zoning District \_\_\_\_\_

2. Lot No. \_\_\_\_\_ Subdivision \_\_\_\_\_ Section \_\_\_\_\_ Parcel ID B42000\_\_00\_\_00\_\_00

3. Name of Property Owner \_\_\_\_\_ Telephone \_\_\_\_\_

4. Contact Person \_\_\_\_\_ Telephone \_\_\_\_\_

5. Name of Contractor \_\_\_\_\_ Telephone \_\_\_\_\_

6. New Home Construction Type: Built on Site  Mobile/Manufactured  Modular

7. New Construction  Addition  Deck  Patio Enclosure  Other \_\_\_\_\_

Single Family  Multi-Family  Number of Units \_\_\_\_\_ Total Number of Bedrooms \_\_\_\_\_

8. Property and proposed structure information. (Fill in all lines.)

a. Lot width along right-of-way \_\_\_\_\_ feet

e. Nearest point of new structure to:

b. Lot depth along right-of-way \_\_\_\_\_ feet

Front Property Line \_\_\_\_\_ feet

c. Dimensions of new structure:

Rear Property Line \_\_\_\_\_ feet

Width \_\_\_\_\_ feet

Left Side \_\_\_\_\_ feet (facing structure from street)

Depth \_\_\_\_\_ feet

Right Side \_\_\_\_\_ feet (facing structure from street)

d. Height of structure above grade \_\_\_\_\_ feet

f. Structure located in Floodplain: Yes  No

If yes, Floodplain Permit is required.

9. Total square feet of new area designed for use as living quarters, exclusive of basements, unfinished attics, attached garages, breezeways, and enclosed and unenclosed porches, except basement areas designed and used for dwelling or business purposes.

First Floor \_\_\_\_\_ Second Floor \_\_\_\_\_ Third Floor \_\_\_\_\_ Finished Basement \_\_\_\_\_ Total \_\_\_\_\_

I hereby certify that I am the property owner, or am authorized to act as the owner's agent in obtaining this permit. I further certify that all of the information and attachments submitted with this application are true and correct to the best of my knowledge and that the property owner is responsible for locating and verifying all property lines and boundaries. I understand that if this information is incorrect or incomplete, any permit issued may be invalid and the property owner may be required to remove this structure at his/her own expense. I hereby consent to the inspection of the subject property and of any buildings or structures relevant to this application. Any deviation from the approved plans will require submission and approval of the revised plans.

Applicant's Email Address (Please print) \_\_\_\_\_

Applicant's Signature \_\_\_\_\_

This application is:  Approved  Disapproved

Remarks: \_\_\_\_\_

Planning Department \_\_\_\_\_ Date \_\_\_\_\_

**NOTE: ADDITIONAL PERMITS REQUIRED**

Driveway and Sidewalk Permit \_\_\_\_\_

Case No. \_\_\_\_\_

Greene County Building Permit \_\_\_\_\_

## RESIDENTIAL ZONING PERMIT

### ***When is a Residential Zoning Permit required?***

A Residential Zoning Permit is required prior to constructing, adding to, moving, or altering any residential building designed for occupancy within the City. Activities such as constructing a new home, building an addition, an attached garage, or a deck require this permit.

### ***What do I have to do to receive a Residential Zoning Permit?***

- To receive a permit, a Residential Zoning Permit application must be completed in full and submitted to the Planning and Zoning Department along with the application fee, one set of architectural construction drawings (including elevations) and three copies of a site plan drawn to scale (e.g. 1"=30')
- The information given on this application should be in compliance with Sections 158.030 and 158.033 of the Zoning Code, as summarized below.

### ***How long will it be until I receive notification?***

The application will be reviewed in one to two business days (except for infill lots) and you will be notified by telephone when the application has been approved and the permit has been issued, or if additional information is needed.

### ***Will the permit expire?***

The permit will expire six months from the date of approval.

### ***What's the next step?***

Additional permits may be required by other agencies after you receive a permit from the City, as indicated at the bottom of the application form.

### ***Summary of Zoning Regulations (see Zoning Code for specific regulations)***

- The structure must meet the following minimum yard requirements (in feet).

	<u>R-1AA</u>	<u>R-1A</u>	<u>R-1B</u>	<u>R-PUD</u>
Front	50	40	40	(See PUD file)
Rear	50	50	40	
Side	20	10/15	10/15	

- The structure can be no higher than 35 feet (or 2 ½ stories).
- In general, each residential unit must provide a minimum of 2 off-street parking spaces.

If you have any questions, a staff member in the Planning and Zoning Department is available to assist you Monday through Friday from 7:30 a.m. to 5:00 p.m.