



APPLICATION FOR ZONING PERMIT

APPLICANT: _____ **TELEPHONE:** _____

ADDRESS OF PROJECT/APPLICANT: _____ **ZONING DISTRICT:** _____

OWNER: _____ **TELEPHONE:** _____

(if different from above)

ADDRESS: _____

CONTRACTOR: _____ **TELEPHONE:** _____

(if different from above)

LICENSE NO: _____ **ADDRESS:** _____

APPLICATION TYPE:

- Home Occupation Permit (annual fee \$10.00)
 List occupation type _____
- Construction Trailer (bi-annual fee \$25.00 per unit)
- Boarding House (annual fee \$25.00)
- Rooming House (annual fee \$25.00)
- Portable Storage Unit (bi-annual fee \$25.00 per unit)

Boarding Houses must comply with the following:

- “Boarding house” means the principal residence of the owner(s) of a dwelling and their family, in which not more than two unrelated persons, either individually or as one or more families, are housed or lodged for compensation with or without meals.
- Boarding houses shall be permitted in the “R-2” and “R-3” Districts, subject to the following standards:
 - (1) Boarding houses shall comply with the City Building and Property Maintenance Code as well as all off-street parking requirements. All boarding houses shall be required to obtain a boarding house permit which will be valid for a one (1) year period.
- No boarding houses shall locate within a radius of 500 feet of another boarding house.

Rooming Houses must comply with the following:

- “Rooming house” means any dwelling in which three (3) or more unrelated persons, either individually or as one (1) or more families, are housed or lodged for compensation, with or without meals. A fraternity or sorority house shall be considered a rooming house. Rooming house shall include residential hotels, but not hotels or motels.
- Rooming houses shall be permitted in the “R-3” and “R-4” Districts, subject to the following standards:
 - (1) Rooming houses shall comply with City Building and Property Maintenance Code as well as all off street parking requirements. All rooming houses shall be required to obtain a rooming house permit which shall be valid for one (1) year period.

Permitted Home Occupation:

- ___ Beauty parlor or barber shop with not more than one (1) customer service chair
- ___ Type B family day care home (ORC 5104.01E) in single family detached dwelling only
- ___ Teaching or tutoring of not more than four (4) students simultaneously
- ___ Photography or art studio
- ___ Professional or business office
- ___ Baking or catering activities when in compliance with Health Department requirements

Construction Trailers

Where a building permit has been issued for the construction or alteration of a building, a temporary permit may be issued by the Zoning Administrator for construction trailers on the site for a period not to exceed six (6) months. Such temporary permit may be extended for one (1) additional period of six (6) months if it can be shown that justifiable circumstances require an extension. Such construction trailer may be occupied only by workers at the site during the term of the temporary permit, and shall be situated upon the lot for which the building permit was issued provided all yard setback requirements are met. The fee for such temporary permit shall be twenty-five (\$25.00) per construction trailer for each period or period extended.



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Portable Storage Units

Portable storage units shall be permitted in residential zoning districts only on lots containing dwelling units subject to the following requirements: 1) Portable storage units shall be permitted for a period not to exceed seven (7) consecutive days within a six (6) month period. 2) Portable storage units shall not exceed a cumulative gross floor area of one hundred forty (140) square feet for each dwelling unit and shall not exceed a height of eight and one-half (8 1/2) feet and a length of sixteen and one-half (16 1/2) feet. Portable storage units shall be permitted in commercial, industrial or public/semi-public zoning districts only as accessory uses incidental to a permitted commercial, industrial or public/semi-public principal use. Portable storage units shall not be located in any required open space, landscaped area, on any street or sidewalk or in any public right-of-way or utility easement, in any location that interferes with vehicular or pedestrian circulation, in any required off-street parking space, in any location that restricts safe ingress or egress of buildings, in any location that hinders access to fire hydrants or utility shut-off valves, or in any location that obstructs a clear sight triangle or clear sight distance. The use of portable storage units shall require the issuance of a temporary permit by the Zoning Administrator for each portable storage unit placed on the premises. The fee for such temporary permit shall be twenty-five dollars (\$25.00) per portable storage unit. If in the case of commercial, industrial or public/semi-public uses, portable storage units remain on the premises for longer than six (6) months, such fee must be paid on a bi-annual basis. Portable storage units used on active construction sites for the storage of construction equipment or supplies in a manner similar to the way construction trailers would be used, must comply with the requirements for construction trailers in Section 1185.47 in addition to the requirements of this section. Establishments involved in the sale or rental of portable storage units as a principal use shall be exempt from the requirements of this section but must comply with all other applicable zoning requirements.

Submission of a plot plan showing location of use on property and existing and proposed driveway, access drives, sidewalks, parking lots, parking spaces, access aisles loading and unloading areas may be required.

The undersigned owner of the above premises (or his agent) agrees that all uses, construction, remodeling or alterations will be made in accordance with all City and State building regulations, zoning, fire or other applicable codes in effect at the time this building permit is issued.

Signature of Applicant, Owner or Agent

Date

THE AREA BELOW IS FOR OFFICIAL USE ONLY

Plot/Site Plan Approved: _____

Permit Approved By: _____

Application Fee: _____

Date Approved: _____

Date Received: _____

Total: _____

CHIEF BUILDING OFFICIAL: _____ Date: _____