

RESIDENTIAL ZONING PERMIT

CITY OF BEAVERCREEK, OHIO
1368 Research Park Drive
937-427-5512
FAX 937-427-5544

Permit _____

Date: _____

Fee _____

INSTRUCTIONS: Complete application form 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 REQUIRE ONE COMPLETE SET OF CONSTRUCTION DRAWINGS.

1. Address of Property _____ Zoning District _____

2. Lot No. _____ Subdivision _____ Book/Page/Parcel _____

3. Name of Property Owner _____ Phone _____

4. Contact Person _____ Phone _____

5. Name of Contractor _____ Phone _____

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 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.

Side property line facing structure from street:

Depth _____ feet.

Left Side _____ feet.

d. Height of structure above grade _____ feet.

Right Side _____ feet.

f. Lot size _____ square feet or _____ acre

9. Total square footage of areas designed for use as living quarters, exclusive of unfinished attics or basements, porches and 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 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 in 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 hereby consent to the inspection of the subject property and of any buildings or structures to be constructed in conjunction with this application. Any deviation from the approved plans will require submission and approval of the revised plans.

Applicant's Signature: _____

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This application is _____ approved _____ disapproved

Planning Department Date

Remarks: _____

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 building addition (including attached garages), decks and swimming pools also require this permit. Instructions for swimming pool and deck applications are on a separate page.

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 Department of Planning and Zoning along with one set of architectural construction drawings (including elevations) and three copies of a site plan drawn to scale (e.g. 1 inch = 30 feet).
- The information given on this application should be in compliance with Sections 158.030 to 158.034 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.

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.
- 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 Department of Planning and Zoning is available to assist you Monday through Friday from 7:30 a.m. to 5:00 p.m.