

APPLICATION FOR ZONING PERMIT

**Accessory Structure
or Shed & Additions**

An Accessory structure or shed is only allowed to be constructed on a lot/parcel after a dwelling has been constructed.
ACCESSORY STRUCTURE - A structure detached from the principal building and subordinate to the principal use of a building on the lot or tract and serving a purpose customarily incidental to the use of the principal building. Accessory buildings are located on the same lot as the primary building and are not designed or permitted for human occupancy as a dwelling. Examples of accessory structures are detached private garages, carports, sheds, pool houses, storage buildings, and other similar type buildings. The undersigned applies for a Zoning Permit for the purpose stated. The requested Zoning Permit is issued on the basis of the information contained within this application. The Applicant hereby certifies that all information and attachments to this application are true and correct. Further, the Applicant understands this permit is void if the work is not started within 1 year or is not completed within two (2) years. (Owner please initial) _____

1. Name of Property Owner/Applicant: _____
Mailing address: _____
Phone number: Home: _____ - _____ Mobile: _____ - _____ Business: _____ - _____
Email Address: _____
2. Name of Contractor and business name: _____
Mailing address: _____
Phone number: Home: _____ - _____ Mobile: _____ - _____ Business: _____ - _____
Email Address: _____
3. Physical address of property for this application: _____
Subdivision Name: _____ Parcel No. _____
Section: _____, Range: _____, Lot No. _____
(If parcel is not located in a platted subdivision, a legal description must be attached)
4. Current property zoning district: _____ Estimated cost of construction \$ _____
5. Proposed permit is for: New Build [] Addition []
6. Lot Size: Width: _____ ft | Depth: _____ ft | Total Area: _____ SF or _____ Acres | Street Frontage: _____ ft
7. Building set back dimensions are to be measured from the eaves/roof overhang (not the foundation) to the property lines:
Front: _____ Rear: _____ From the front, Left side: _____ Right side: _____
8. Building size: # of stories: _____ Total height: _____ Total SF: _____
9. Is this on Preserved Farm Land? Y [] | No [] or an Agriculture Easement? Y [] | N [] Note: There are strict requirements for building on these lands. See the County Soil and Water Conservation District for further instructions.
10. Each application is to contain the following attachments and clearly indicate project address on each page:
 - **Scaled Site Plan:** 1) Show property lines, bearings and distances of lot/parcel 2) Exact size & location on lot of proposed home, addition or alteration, *clearly indicate the roof eave/roof overhang on the plan* 3) Dimensions of front, rear and side set-backs 4) Street frontage 5) Exact dimensions and locations of other buildings 6) Easements 7) Right-of-ways

APPLICATION FOR ZONING PERMIT – Accessory Structure or Shed & Additions

IMPORTANT: It is imperative the applicant understands the **setback** is measured from the lot line (property line) to the roof eave/overhang, **NOT the walls** and that line is clearly noted and dimensioned on the site plan. Failure to do so will result in a delay in your application.

- Copy of Deed
- Flood Plain Permit (where Reqd.)
- Well permit or affidavit stating service is municipal water service
- On-site sewage treatment or affidavit stating service is municipal sewer
- Twp. Road right-of-way permit (if Twp. Road)
- ODNR approval for any work on or near the Buckeye Lake dam

*This permit application applies **only** to the Walnut Township Zoning Resolution. The Applicant understands that additional permits may be required from County, State or other regulatory agencies. The Applicant understands it is their responsibility to contact the appropriate agencies and comply with their regulations.*

Important Information:

- Township Zoning District Map - Fairfield County Regional Planning website, go to “County Sources” tab, click “Township information”.
- Walnut Township Zoning Resolution/Code - www.walnuttp.com.
- Flood Map - <http://www.co.fairfield.oh.us/rpc/flood.htm>
- Underground water, soil suitability & wetlands verification (no cost). – Fairfield Co. Soil & Water Conservation District | 740-653-8154.
- Underground Utilities – Contact the specific utility **and** OUPS at 1-800-362-2764, **before you dig!**
- See “**Zoning Permit Application Instructions**” and “**Building In Walnut Township**” for other important information.

The Applicant hereby certifies that all information and attachments to this application are true and correct and agrees with all aspects of this permit and the Zoning Resolution.

By signing, the Applicant understands that he/she must comply with all applicable Walnut Township Zoning Resolutions before he/she is granted a final Zoning Permit. In order for the final Zoning Permit to be approved, the Zoning Inspector, or his designee, may inspect the property multiple times during the construction process to ensure compliance with Walnut Township Zoning Resolutions. The Zoning Inspector, or his designee, shall notify the Applicant of the Zoning Inspector’s, or his designee’s, intent to inspect the property and schedule a time with Applicant for said inspection. Upon receiving notice, Applicant agrees to consent to the Zoning Inspector’s, or his designee’s, entrance on the Applicant’s property for the requested inspection. Failure of the Applicant to permit the Zoning Inspector, or his designee, to enter the Applicant’s property during the construction process may result in the Applicant’s final Zoning Permit being denied.

Property Owner (only): _____ Signature: _____ Date: _____

*Once permit is issued and project is ready for construction, provide preliminary construction stakes showing **outline of construction, lot lines and lot pins** and notify Zoning Inspector one (1) week minimum prior to construction.*

Applicant, provide three (3) signed copies | Z.I., one (1) copy goes to Applicant, two (2) for zoning file

Provide check only after Application has been approved

Date Application received _____ For Zoning Office Use Below This Line
 \$ _____ fee received (only after approval) | Check # _____

Zoning Inspector’s Checklist:

Scaled Site Plan:[] | Deed:[] | Floodplain Permit:[] | Legal Survey:[] | Road right-of-way permit, if reqd.: [] |
 Not in a Wetlands area:[] | There is currently a dwelling on this parcel:[] _____

Permit has been, approved:[] | Denied:[] | Date: _____ Z. I. _____

Preliminary construction location staking, approved:[] | Date: _____ Z.I. _____

Final construction, approved:[] | Date: _____ Z.I. _____