

**APPLICATION FOR ZONING PERMIT**

**Deck**

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 [ ]
7. Lot Size: Width: \_\_\_\_\_ ft | Depth: \_\_\_\_\_ ft | Total Area: \_\_\_\_\_ SF or \_\_\_\_\_ Acres | Street Frontage: \_\_\_\_\_ ft
8. Deck set back dimensions from the property lines to the outermost portion of deck:  
Front: \_\_\_\_\_ Rear: \_\_\_\_\_ From the front, Left side: \_\_\_\_\_ Right side: \_\_\_\_\_
9. Deck size: # of stories: \_\_\_\_\_ Total height: \_\_\_\_\_ SF of area: \_\_\_\_\_
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 deck 3) Dimensions of front, rear and side set-backs 4) Exact dimensions and locations of other buildings 5) Easements 6) Right-of-ways

*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.*

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## 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](http://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**

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For Zoning Office Use Below This Line

Date Application received \_\_\_\_\_ \$ \_\_\_\_\_ fee received (only after approval) | Check # \_\_\_\_\_

Zoning Inspector’s Checklist:

Scaled Site Plan:[ ] | Legal Survey:[ ]

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

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

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