

**APPLICATION FOR ZONING CERTIFICATE**

**Kim Cellar - Zoning Officer  
614.361.5931**

Name of Development \_\_\_\_\_ Lot Number \_\_\_\_\_

Type of work (circle one):

NEW SINGLE FAMILY RESIDENTIAL

NEW GARAGE OR DECK

NEW TWIN SINGLE

REMODEL WITH EXPANDED FOOTPRINT

NEW APARTMENT BUILDING

REMODEL WITHOUT EXPANDED FOOTPRINT

OUTDOOR STORAGE <100 SQ. FT.

NEW MULTIFAMILY OR TOWNHOUSE

OUTDOOR STORAGE >100 SQ. FT.

RESUBMISSION APPLICATION

OTHER \_\_\_\_\_

Name of PROPERTY OWNER \_\_\_\_\_

Street address \_\_\_\_\_  
(or subdivision and lot number if no address is assigned)

Property owner phones \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
day evening cell

Name of applicant/agent/contractor \_\_\_\_\_

Address of applicant/agent/contractor \_\_\_\_\_  
\_\_\_\_\_

Applicant/agent/contractor phone \_\_\_\_\_

**DEVELOPMENT REQUIREMENTS:**

Lot area \_\_\_\_\_ sq. ft. Total building area \_\_\_\_\_ sq.ft. Percent of lot coverage \_\_\_\_\_ %  
1st floor \_\_\_\_\_ sq.ft. 2nd floor \_\_\_\_\_ sq.ft.  
Additional floors \_\_\_\_\_ sq.ft. Road frontage \_\_\_\_\_ ft.  
Lot width @ building line \_\_\_\_\_ ft. Building height \_\_\_\_\_ ft.  
RIGHT sideyard setback \_\_\_\_\_ ft. LEFT sideyard setback \_\_\_\_\_ ft.  
FRONT setback (from ROW) \_\_\_\_\_ ft. REAR setback \_\_\_\_\_ ft.

**THE FOLLOWING MUST BE SUBMITTED WITH THIS APPLICATION:**

1. Two (2) sets of building plans showing all elevations drawn to scale on 8.5" x 11" paper
2. Two (2) copies of the plot plan drawn to scale on 8.5" x 11" paper including:
  - a. street name and address
  - b. lot number and lot size
  - c. property owner name(s)
  - d. property line dimensions
  - e. building dimensions
  - f. required building setbacks
  - g. dimensions from property lines to nearest building corners
  - h. driveway location, dimensions, and material type
  - i. roof drain locations and outlets
  - j. finish floor elevation (above average grade)
  - k. existing and proposed grade contours
  - l. locations of utility services
  - m. other subdivision development standards
3. Right-of-way (ROW) alteration application fee if new curb cut for driveway is needed (\$100)
4. All fees paid to Village of Ostrander .
  - a. See the Village Fee Schedule for addition use fees.
  - b. Incomplete applications are subject to a resubmission fee or denial.

**NOTES:**

1. This form does not grant, infer, or otherwise provide the property owner with sewer service, water service, or any other associated permits. It is the responsibility of the property owner to verify the feasibility of utility services for the proposed structure.
2. The property owner is responsible to gain all necessary permits, including building permits, by contacting the appropriate agency.
3. This structure shall not be occupied or used until a Certificate of Compliance has been issued by the Village of Ostrander Zoning Inspector.
4. Some zoning uses may require a separate zoning application and fee.
5. Signatures of applicants, agents, or contractors are, hereby, authorized by the property owner for required permits.
6. No work may begin until a Zoning Certificate / Zoning Permit is issued.
  - a. Zoning permits are submitted to the Delaware County Department of Code Compliance (Village of Ostrander Building Department contractor) to receive a building permit.
  - b. STOP WORK orders or fines may be imposed upon any work began without appropriate permits.

\_\_\_\_\_ **property owner signature**

\_\_\_\_\_ **date**

**Office use only:**

**File number** \_\_\_\_\_

**Fee** \_\_\_\_\_

**Zoning District (circle one):**    **FR-1**    **R-2**    **R-3**    **PRD**    **C-1**    **C-2**    **PC**    **I**    **PI**

\_\_\_\_\_ **Zoning Officer signature**

\_\_\_\_\_ **Date**