



CITY OF PATASKALA PLANNING & ZONING DEPARTMENT

621 West Broad Street, Suite 2A
Pataskala, Ohio 43062

RESIDENTIAL CERTIFICATE OF COMPLIANCE APPLICATION

(Pataskala Codified Ordinances Section 1209.09)

Property Information		
Address:		
Parcel Number:		
Subdivision/Development Name:		
Lot/Building Number:	Zoning:	Acres:
Water Supply: <input type="checkbox"/> City of Pataskala <input type="checkbox"/> South West Licking <input type="checkbox"/> On Site		
Wastewater Treatment: <input type="checkbox"/> City of Pataskala <input type="checkbox"/> South West Licking <input type="checkbox"/> On Site		

Staff Use
Application Number:
Fee:
Filing Date:
Receipt Number:

Applicant Information		
Name:		
Address:		
City:	State:	Zip:
Phone:	Email:	

Owner Information		
Name:		
Address:		
City:	State:	Zip:
Phone:	Email:	

Documents
<input type="checkbox"/> Application
<input type="checkbox"/> Fee
<input type="checkbox"/> New Residential Construction Application
<input type="checkbox"/> Board of Health Inspections (if applicable)

Documents to Submit
Residential Certificate of Compliance Application: Submit one (1) copy of the Residential Certificate of Compliance Application.
Fee: Application fee of \$40 (\$40 per building for multi-family projects)
New Residential Construction Application: Submit one (1) copy of the New Residential Construction Application.
Board of Health Inspections (if applicable): Submit one (1) copy each of the well, septic and plumbing inspections from the Licking County Health Department if the property will not be served by central water and sewer. Please call the Licking County Health Department at 740-349-6535 to obtain copies.

Important Information

Applicability: Residential Certificate of Compliance Application is required for all new residential construction.

Basis for Final Approval: The followings item must be complete:

- The yard area must be seeded and straw applied or have grass sod in place
- The driveway and apron must be installed according to the approved site plan
- The sidewalks must be installed according to the approved site plan (if applicable)
- Required landscaping must be installed (if applicable)
- Front lamp post must be installed (if applicable)
- Building elevations must match those approved per the New Residential Construction Application
- Location of building and appurtenances must match those approved per the New Residential Construction Application
- All requirements of the Utility Provider and Health Department (if applicable) must be met.
- Curbs shall be free of defects in material or craftsmanship including cracking, spalling, or other substantial structural or cosmetic flaws.

Temporary Approval: If items required for approval are unable to be met due to extenuating circumstances, The Planning and Zoning Department, at their discretion, may approve a Temporary Certificate of Compliance for a maximum of six (6) months.

- See below for list of requirements for temporary approval.

Inspections:

- The Planning and Zoning Department will inspect the property, upon completion of construction, to ensure the requirements of the New Residential Construction Application have been met.
- To schedule an inspection please call the Zoning Inspector at 740-927-3885.

Signatures

I certify the facts, statements and information provided on and attached to this application are true and correct to the best of my knowledge and understand the requirements for a Residential Certificate of Compliance. Also, I authorize City of Pataskala staff to inspect the property as necessary as it pertains to this application.

Applicant (required):

Date:

Property Owner (required):

Date:

Zoning Inspector

Temporary Approval:

☐ Temporarily Approved

Expiration Date: _____

Zoning Inspector: _____

Date: _____

Following Condition(s) must be kept in compliance and/or completed on or before expiration date of Temporary Certificate of Compliance:

- ☐ All Erosion Control Devices are to be maintained and serviced by the builder until final Certificate of Compliance is approved.
- ☐ Placement of straw or its equivalent of sufficient coverage to control erosion until such cover crop is established over ninety (90) percent of the seeded area per Section 1119.08(C)(1) of Pataskala City Code.
- ☐ Meter Pit, Curb Box, Manhole Cover to Finished Grade and pass inspection once Final Grade and sod/seed is completed.
- ☐ All driveway and sidewalks must be completed and pass required forms and final inspections.
- ☐ Final landscaping and/or sod/seeding must be completed.
- ☐ Any curb defects must be corrected
- ☐ Other: _____

Final inspections for the final approval of Certificate of Compliance must be requested to the Zoning Inspector

Final Approval:

☐ Approved

☐ Disapproved

Zoning Inspector: _____

Date: _____

Conditions:

Form to be completed by the property's utility provider or the Licking County Health Department and a copy returned to the Planning & Zoning Department.

For Office Use Only (Pataskala Codified Ordinances Section 1209.09)

Utility Approval	
Application #:	
Address:	
Lot Number:	
Subdivision/Development Name:	
Approving Authority: <input type="checkbox"/> City of Pataskala Utility Department <input type="checkbox"/> Southwest Licking Water & Sewer District <input type="checkbox"/> Licking County Health Department	
Final Approval: <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	
Inspector:	Date:
Conditions:	

Mail to:

Planning and Zoning Department
621 West Broad Street, Suite 2A
Pataskala, OH 43062

or

Email to:

lpaxton@ci.pataskala.oh.us
zcowan@ci.pataskala.oh.us