



# 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)

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:
<input type="checkbox"/> Auditor Notified

Applicant 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"/> Certificate of Occupancy
<input type="checkbox"/> Board of Health Inspections

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

Documents to Submit
<b>Residential Certificate of Compliance Application:</b> Submit one (1) copy of the Residential Certificate of Compliance Application.
<b>Fee:</b> Application fee of \$40
<b>New Residential Construction Application:</b> Submit one (1) copy of the New Residential Construction Application.
<b>Certificate of Occupancy:</b> Submit one (1) copy of the Certificate of Occupancy issued by the Licking County Building Department. Please call the Licking County Building Department at 740-349-6671 to obtain a copy of the Certificate of Occupancy.
<b>Board of Health Inspections:</b> 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 necessary 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 much 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 must be met (if applicable).

**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 not to exceed 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 new residential construction. Also, I authorize City of Pataskala staff to inspect the property as necessary as it pertains to this application.

Applicant:	Date:
Owner:	Date:

**Zoning Inspector**

Temporary Approval:  Temporarily Approved      Expiration: \_\_\_\_\_

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 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.
- 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:

