



# CITY OF PATASKALA PLANNING & ZONING DEPARTMENT

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

## COMMERCIAL CERTIFICATE OF COMPLIANCE

(Pataskala Codified Ordinances Section 1209)

Property Information	
Address:	
Parcel 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:	

Documents
<input type="checkbox"/> Application
<input type="checkbox"/> Fee
<input type="checkbox"/> Location Map
<input type="checkbox"/> New Commercial Construction Application (if Applicable)
<input type="checkbox"/> Health Department Inspection (if applicable)

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

Business Information	
Business Name:	
Proposed Use:	

Documents to Submit	
<b>Application:</b> Submit one (1) copy of the <i>completed and signed</i> Commercial Certificate of Compliance Application	
<b>Fee:</b> Application fee of \$75	
<b>Location Map:</b> Submit one (1) copy of a map showing the location of the business	
<b>New Commercial Construction Application (if Applicable):</b> Submit one (1) copy of the New Commercial Construction Application <i>only if</i> the project involves the construction of additional structures or improvements to the property.	
<b>Health Department Inspection (if Applicable):</b> Submit one (1) copy of the Health Department approval of the water and sewage disposal systems <i>only if</i> the property is not served by central water and sewer. Please contact the Licking County Health Department	

<b>Important Information</b>
<b>Applicability:</b> The Commercial Certificate of Compliance is required for all new businesses or institutions occupying an existing structure, and any new commercial construction. The Certificate of Compliance certifies that the proposed use is permitted and/or has Conditional Use approval, and that the lot and structures in combination are in compliance with current Pataskala Code.
<b>Licking County Building Code Department:</b> <ul style="list-style-type: none"> <li>The new business and/or construction may require a permit from the Licking County Building Code Department.</li> <li>Please contact the Licking County Building Code Department at 740-349-6671 for additional information.</li> </ul>
<b>West Licking Joint Fire District</b> <ul style="list-style-type: none"> <li>The new business and/or construction will require a fire inspection prior to opening.</li> <li>Please contact the West Licking Joint Fire District at 740-927-3046 for additional information.</li> </ul>
<b>Temporary Approval:</b> If items required for Final Approval are unable to be met due to extenuating circumstances, the Planning and Zoning Department, at their discretion, may authorize a Temporary Approval of a Commercial Certificate of Compliance not to exceed a period of six (6) months.
<b>Basis for Final Approval:</b> <ul style="list-style-type: none"> <li>The proposed use, structure, and improvements must meet the applicable requirements of the Pataskala Code.</li> <li>Should new construction be taking place, or improvements to the property be required in order to meet current Pataskala Code, the following items shall apply: <ul style="list-style-type: none"> <li>The yard area shall be seeded, and straw applied or have grass sod in place.</li> <li>Driveway, driveway apron, parking and/or loading areas shall be installed according to the approved site plan.</li> <li>Sidewalks shall be installed according to the approved site plan, or the fee-in-lieu paid (if applicable).</li> <li>Required landscaping shall be installed per the approved site plan.</li> <li>Building elevations shall match those approved per the New Commercial Construction Application.</li> <li>Location of building(s) and appurtenances shall match those approved per the New Commercial Construction Application.</li> <li>All requirements of the Utility Provider and/or Health Department must be met (if applicable).</li> <li>Should construction involve the installation or modification to any stormwater control facilities, construction within the public right-of-way, or any other activities that may fall under the purview of the Public Service Department, final approval from the Public Service Director, or designee, shall be required.</li> </ul> </li> </ul>

<b>Signatures</b>	
I hereby 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 commercial/institutional construction. 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:

Staff Use Only Beyond this Point

<b>Planning and Zoning Pre-Approval</b> <input type="checkbox"/> Not Applicable		
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	<input type="checkbox"/> Not Applicable
PZC/BZA Application Number:	NAICS Number:	
City Planner:	Approval Date:	Expiration Date:
Conditions: <ul style="list-style-type: none"> <li><input type="checkbox"/> Public Service Department approval required prior to Final Certificate of Compliance.</li> <li><input type="checkbox"/> Utility Provider approval required prior to Final Certificate of Compliance.</li> <li><input type="checkbox"/> Other: _____</li> </ul>		

<b>Temporary Approval</b>		
<input type="checkbox"/> Temporarily Approved	<input type="checkbox"/> Not Applicable	Expiration of Temporary Approval:
<b><i>The following Condition(s) must be kept in compliance and/or completed on or before the expiration date of the Temporary Certificate of Compliance:</i></b>		
<ul style="list-style-type: none"> <li><input type="checkbox"/> All erosion and sediment control measures are to be maintained by the builder and shall function property until the final Certificate of Compliance is issued.</li> <li><input type="checkbox"/> All driveways, driveway aprons, parking and/or loading areas shall be installed and striped per the approved Site Plan.</li> <li><input type="checkbox"/> All required perimeter screening, interior landscaping, and other required landscaping shall be installed per the approved Site Plan.</li> <li><input type="checkbox"/> Straw, or an equivalent of sufficient coverage, to control erosion shall be placed until cover crop is established over 90% of the seeded area pursuant to Section 1119.08(C)(1) of the Pataskala Code.</li> <li><input type="checkbox"/> All sidewalks shall be installed and pass required inspections, or the fee-in-lieu paid (TCOD Only).</li> <li><input type="checkbox"/> Final seeding and/or sod install must be completed.</li> <li><input type="checkbox"/> Meter Pit, Curb Box, Manhole Cover at Finished Grade and pass inspection once Final Grade is completed.</li> <li><input type="checkbox"/> All requirements of the Public Service Department (if applicable) shall be fulfilled.</li> <li><input type="checkbox"/> Other: _____</li> </ul>		
Zoning Inspector:	Date:	

<b>Final Approval</b>		
<b>Public Service Department</b>		
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	<input type="checkbox"/> Not Applicable
Public Service:	Date:	
Conditions:		
<b>Planning and Zoning Department</b>		
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	
Zoning Inspector:	Date:	
Conditions:		