



Certificate of Compliance – Zoning Permit

	Date: _____
Applicant: _____	
Project Address: _____	
Reviewed: Application Completeness: _____ Zoning Compliance: _____ Engineering: _____	

I hereby request the following consideration (check all that apply): See Appendix A and B or E for additional requirements

- Certificate of Occupancy Application (*Business Occupancy Only – See Page 2*)
 - Existing Building with no change of use alterations
 - Existing Building with change of use alterations
 - Existing Building with alterations or addition
- Occupancy or Use of Vacant Land: new use change of use grading or excavation subdivision site plan
- New Construction: Main use - Residential Commercial Industrial
 - Accessory Structure: Deck Garage/Shed or Swimming Pool or Hot Tub
 - Additions: Housing Unit or Commercial or Industrial
- Driveway Parking Lot Patio Retaining walls Sidewalk
- Fence Permit Sign Permit: Replacement or New Construction
- Utility Structure: Small or Large Oil, Gas, or Brine Wells
- Repairs or Maintenance items: EFIS Porch Repair Roofing Siding Waterproofing Window Replacement
- Demolition: Residential Commercial or Industrial
- Other: Board of Zoning Appeals Conditional Use Permit Temporary Structure/Use Preliminary-Final Plat Rezoning

Describe the purpose of the application: see list above – be specific

PROPERTY INFORMATION:

Property Information: (check one)	<input type="checkbox"/> Residential Use <input type="checkbox"/> Commercial Use <input type="checkbox"/> Industrial Use <input type="checkbox"/> Mixed Use		
Detail concerning property:			
Does the lot have existing structures? Yes <input type="checkbox"/> No <input type="checkbox"/>		Describe existing structures on lot	
If yes, how many presently:			
Parcel #:		Zoning District:	
Current or Previous Use:			
Flood Hazard Designated Area: <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, additional regulations may apply.			
City Engineer shall record the flood level elevation:			
Riparian Setback Area: <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, complete form associated with riparian setbacks.			
Check if you will be connecting into the following utilities: <input type="checkbox"/> Electric <input type="checkbox"/> Storm Sewer <input type="checkbox"/> Water Line <input type="checkbox"/> Sanitary Sewer			
Please select one if applicable: Design Review District:		<input type="checkbox"/>	Richmond Street
and/or Historic Preservation District:		<input type="checkbox"/>	Bank Street
(Certificate of Appropriateness required; see page 6)		<input type="checkbox"/>	Railroad Street
<input type="checkbox"/> Applicant / <input type="checkbox"/> Owner Information: signature of individual required			
Name:			
Address:		City:	State:
Phone		Zip:	
Email:			
Signature:			Date:

Applicant / Owner Information: signature of individual required

Name:

Address:

City:

State:

Zip:

Phone

Email:

Signature:

Date:

1111.11 REZONING AND AMENDMENT.

This section shall apply to amendments to the text of this Code, amendments to the Zoning Map and the zoning classification of property.

(a) Initiation.

- (1) For a change in zoning classification of a specific property, any person who has authority to file an application for such property may initiate an amendment by filing an application with the Administrator.
- (2) City Council may, by ordinance, after receipt of recommendation from the Planning Commission amend the zoning text, map or classification of properties
- (3) The Planning Commission may initiate a zoning text or map amendment by recommending such actions to City Council.

(b) Application for Rezoning. In addition to the General Application Requirements set forth in Section 1111.03, applications for any change of district boundaries or classification of property as shown on the Zoning Map shall be accompanied by the names and addresses of the owners of all properties within four hundred (400) feet of any part of the subject property.

1111.12 APPEALS AND VARIANCES.

The purpose of a variance is to provide limited relief from the requirements of this code in those cases where strict application of a particular requirement will create a practical difficulty or unnecessary hardship prohibiting the use of land in a manner otherwise allowed under this code. It is not intended that variances be granted merely to remove inconveniences or financial burdens that the requirements of this code may impose of property owners in general.

Variations are intended to address extraordinary, exceptional, or unique situations that were not caused by the applicant's act or omission. An appeal to the Board of Zoning Appeals (Board) may be made taken by any person aggrieved or by an administrative decision made in the enforcement of this Code and in accordance with the provisions of this section as follows:

(a) Application for Appeal.

- (1) An appeal shall be initiated by filing an application in conformance with the General Application Requirements set forth in Section 1111.03 within 20 days of the date of the administrative order, decision, determination, or interpretation. Such application shall be submitted to the Administrator.
- (2) The Administrator shall transmit to the Board the application and all the papers constituting the records upon which the action was taken.
- (3) An appeal shall stay all proceedings in furtherance of the action appealed from, unless the Administrator makes a written finding that such a stay would cause imminent peril to life or property, in which case proceedings shall not be stayed otherwise than by a restraining order which may be granted by the Board or by a court of equity, after notice to the officer from which the appeal is taken and on due cause shown.

1111.08 CONDITIONAL USE PERMITS.

Conditional use permits shall be required for certain types of uses, so classified because of their uncommon or unique characteristics, infrequency of occurrence, large area requirements or special nature relative to size, design, location and mode of operation that each use be considered individually. Such use shall not be permitted by right. This Code provides for more detailed evaluation of each use conditionally permitted in a specific district to ensure compliance with the procedures and requirements of this section.

(a) Application. In addition to the information required by the General Application Requirements set forth in Section 1111.03, the application shall be accompanied by sufficient information so that the Planning Commission can have no doubt as to the proposed use, and can determine the effect upon the surrounding properties, and can evaluate the effect of the proposed use upon traffic, fire hazards, public utilities and the public health, safety and welfare of the City of Painesville. Such information may include but shall not be limited to: (1) a preliminary site plan. (2) a traffic analysis. (3) a drainage analysis. (4) evidence of financial capability. (5) a construction schedule. (6) such other information as the Commission may deem necessary.