# SYCAMORE TOWNSHIP, OH

DEPARTMENT OF PLANNING & ZONING
8540 KENWOOD ROAD, CINCINNATI, OH 45236
513.792.7250 PHONE 513.792.8564 FAX

**RESIDENTIAL APPLICATION**

NEW RESIDENCE, ADDITIONS, DECKS, FENCES, POOLS, SHEDS, LOT SPLIT, IN-HOME OCCUPATION, PORCHES, ETC.

| REVIEWED BY | |
|---|---|
| HOLBERT | GUNDERSON |

**APPLICATION NUMBER**

DO NOT WRITE IN THIS SPACE

**PROJECT ADDRESS:** _____ **ZIP CODE:** _____

| NAME | STREET ADDRESS | CITY | ST | ZIP | PHONE NUMBER |
|---|---|---|---|---|---|
| PROPERTY OWNER | | | | | |
| CONTRACTOR | | | | | |
| DESIGNER | | | | | |
| APPLICANT | | | | | |
| APPLICANT E-MAIL ADDRESS | | | | | |

**WORK TYPE:** NEW SINGLE FAMILY DWELLING ( ) ADDITION ( ) ACCESSORY USE STRUCTURE ( ) DECK ( )
FENCE/WALL ( ) PORCH ( ) POOL ( ) POD ( ) SATELLITE DISH/ANTENNA ( )
LOT SPLIT/CONSOLIDATION ( ) IN-HOME OCCUPATION ( ) OTHER ( )

**DESCRIPTION OF WORK:** _____

_____

**SQUARE FEET:** _____ **USE:** _____ **HEIGHT:** _____

THE DEPARTMENT OF PLANNING & ZONING IS DEDICATED TO THE CONTINUING PROSPERITY OF SYCAMORE TOWNSHIP. WE PROMOTE HIGH STANDARDS FOR DEVELOPMENT AND QUALITY PROJECTS. WE LOOK FORWARD TO SERVING OUR CITIZENS AND BUSINESS COMMUNITY TO MAKE SYCAMORE TOWNSHIP THE BEST IT CAN BE.

The owner of this project and undersigned do hereby agree to comply with the zoning laws of Sycamore Township pertaining to the construction of the proposed project according to the drawings and specifications submitted herewith, and certify that all of the information and statements given on this application, drawings and specifications are to the best of their knowledge, true and correct. Lot consolidation is required to obtain zoning approval for the construction of any structure with the exception of residential fences or walls. The applicant and owner of the real property agree to grant Sycamore Township access to the property for review and inspection related to this application.

***NOTE: FILING THIS APPLICATION DOES NOT CONSTITUTE PERMISSION TO BEGIN WORK.***

_____
APPLICANT'S SIGNATURE DATE

_____
PROPERTY OWNER'S SIGNATURE DATE

DO NOT WRITE BELOW THIS LINE

RECOMMENDS PLAN APPROVAL: _____ DATE: _____

ZONING APPROVED BY: _____ DATE: _____

DATE PERMIT ISSUED: _____

# SYCAMORE TOWNSHIP PERMIT APPLICATION REQUIREMENTS

***APPLICATION WITH PROPERTY OWNERS SIGNATURE REQUIRED FOR ALL OF THE FOLLOWING:*
***INSPECTIONS REQUIRED FOUNDATION, PIERS, FINAL, SIGNS*

| APPLICATION TYPE | PLANS REQUIRED | NUMBER OF SETS |
|---|---|---|
| **Residential Applications** | | |
| **New Single Family Dwelling** | Site Plan<br>Elevation<br>Floor Plan<br>Foundation Details | 4 *(1 set for Zoning, 3 sets returned to applicant to take to Hamilton County)* |
| | | |
| **Single Family Addition** | Site Plan<br>Elevation<br>Floor Plan<br>Foundation Details | 4 *(1 set for Zoning, 3 sets returned to applicant to take to Hamilton County)* |
| | | |
| **Fence** | Site Plan<br>Fence Details | 2 |
| | | |
| **Retaining Wall** | Site Plan<br>Wall Details | 4 *(1 set for Zoning, 3 sets returned to applicant to take to Hamilton County)* |
| | | |
| **Pool** | Site Plan<br>Pool Details<br>Elevation | 4 *(1 set for Zoning, 3 sets returned to applicant to take to Hamilton County)* |
| | | |
| **Front Porch** | Site Plan<br>Elevation<br>Foundation Details | 4 *(1 set for Zoning, 3 sets returned to applicant to take to Hamilton County)* |
| | | |
| **Deck** | Site Plan<br>Elevation | 4 *(1 set for Zoning, 3 sets returned to applicant to take to Hamilton County)* |
| **Accessory Use Structure/POD**<br>(shed/detached garage)<br>(under 200 sq. ft.) | Site Plan<br>Elevation<br>Floor Plan | 2 |
| | | |
| **Accessory Use Structure**<br>(shed/detached garage)<br>(200 sq. ft. and over) | Site Plan<br>Elevation<br>Floor Plan<br>Foundation Plan (if applicable) | 4 *(1 set for Zoning, 3 sets returned to applicant to take to Hamilton County)* |
| | | |
| **In-Home Occupation** | Worksheet<br>Site Plan | 2 |
| | Letter of Intent | 1 |
| **Commercial/Residential** | | |
| **Lot Split/Consolidation** | Legal Description existing/proposed<br>Survey existing/proposed | 2 |
| | Mylar Consolidation/Lot Split Plat | 1 |