

CITY OF WASHINGTON COURT HOUSE
DEPARTMENT OF BUILDING INSPECTION
105 NORTH MAIN STREET, WASHINGTON C.H. OHIO 43160
PHONE 740-636-2353 FAX 740-636-2349

BUILDING/ZONING PERMIT APPLICATION

WHEN SUBMITTING THIS APPLICATION, INCLUDE THE FOLLOWING:

- 1) Overhead view of the property showing the exact length and width of the property.
- 2) All existing and proposed structures must be indicated with their exact dimensions and locations from the property lines (for structures near streets or alleys, measurements must be taken from the centerline of the street or alley)
- 3) All parking or driveway areas must be indicated.
- 4) A detailed site plan (plan must be drawn with straight lines and on a clear 8 ½ X 11 or larger sheet of paper)(see attachment for example)
- 5) For 1,2, & 3 family residential housing starts or additions: Full set of detailed drawings to determine compliance with applicable building codes.

This application request shall be will be processed in the order in which it was received and approved or disapproved within 30 days upon receipt of such request. Incomplete applications will require resubmission.

PROJECT ADDRESS _____

APPLICANT'S NAME: _____ Phone No _____

Address _____

PROJECT ADDRESS OWNERS'S NAME: _____

Address _____ Phone No. _____

CONTRACTOR'S NAME _____ Phone No. _____

Address _____

ESTIMATED COST FOR PROJECT _____

DESCRIPTION OF PROPOSED PROJECT (INCLUDE SQUARE FOOTAGE AND DIMENSIONS):

Applicant's Signature _____ Date _____

Owner's Signature _____ Date _____

OFFICIAL USE ONLY

Zoning _____ Floodplain Yes No / Application Approved Disapproved

Comments _____

Official's Signature _____ Date _____

SAMPLE SITE DRAWING

- INDICATE OUTSIDE DIMENSIONS OF ADDITION
- INDICATE DISTANCES FROM ALL PROPERTY LINES (GIVE DISTANCES FROM CENTERLINES OF STREETS AND ALLEYS)
- INDICATE IF THERE ARE PROPERTIES ON EITHER SIDE OF THE PROPOSED SITE

