



Zoning Permit Application for New Construction

This Construction Require State Permits [ ] Yes [ ] No

Submit on a separate sheet, a sketch showing and labeling the dimensions of lot(s), location, and dimensions of existing house and/or other buildings on the lot(s); also, sketch must show actual measured distances between buildings and from buildings to property/lot lines and from buildings to street/alley right-of-way lines. Property/lot and street/alley right-of-way lines must be labeled. Show work proposed by this application.

Application Date: \_\_\_\_\_ New Project Address: \_\_\_\_\_

NEW HOMES: must show proof of plumbing permit from the Health Department.

Zone: \_\_\_\_\_ Cost of Construction: \$ \_\_\_\_\_ Fee: \$ \_\_\_\_\_

Type Construction

- [ ] New Building [ ] Addition [ ] Shed [ ] Garage - One Story ( ) or Two Story ( ) [ ] Driveway
[ ] Handicap Ramp [ ] Pool [ ] Awnings [ ] Car Port [ ] Shelter [ ] Hot Tub [ ] Patio
[ ] Fence [ ] Deck [ ] Gazebo [ ] Pergolas [ ] Porch [ ] Green House
[ ] Other \_\_\_\_\_

Lot Size: Length \_\_\_\_\_ Width \_\_\_\_\_ Sq. Ft. \_\_\_\_\_

Property Owner

Owner: \_\_\_\_\_ Owner's Phone #: \_\_\_\_\_

Owner Address: \_\_\_\_\_

Owner City: \_\_\_\_\_ Owner State: \_\_\_\_\_ Owner Zip Code: \_\_\_\_\_

Permit Applicant

Applicant Name: \_\_\_\_\_ Applicant Phone #: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

Applicant City: \_\_\_\_\_ Applicant State: \_\_\_\_\_ Applicant Zip Code: \_\_\_\_\_

Building Contractor

Contractor Name: \_\_\_\_\_ Builders Phone #: \_\_\_\_\_

Builders Address: \_\_\_\_\_

Builders City: \_\_\_\_\_ Builders State: \_\_\_\_\_ Builders Zip Code: \_\_\_\_\_

**Structure Information**

Dimensions of new structure: Length \_\_\_\_\_ Width \_\_\_\_\_ Height \_\_\_\_\_ Sq. Ft. \_\_\_\_\_

Type of structure:  Wood  Block  Brick  Other \_\_\_\_\_

Siding:  Aluminum  Vinyl  Other \_\_\_\_\_ Kind of Roofing: \_\_\_\_\_

***“The Approval of This Application Shall Not Serve as Verification of the Area Requirements “***

The applicant is responsible for ensuring measurements, lot lines, right-of-way and setbacks are accurate and bears all risk related thereto, along with all easements of record. The City of Marion encourages a new or recent survey to be utilized.

*By my signature below, I affirm and state that I have no delinquencies or past due outstanding balances due to the City of Marion, Ohio including, but not limited to: Taxes and/or Utility accounts.*

*By my signature below I affirm and state the above information I have provided is truthful, honest, and accurate and I do personally attest thereto subject to prosecution for any untruthful, inaccurate, or dishonest information.*

Signature of Applicant/Owner: \_\_\_\_\_

Email Address of Applicant/Owner (print clearly): \_\_\_\_\_

**Zoning Permit Application Notice-Property Lines, Utility, Easements**

The issuance of a City of Marion Zoning Permit is not an approval as to the intended structures construction standard, endorsement in any way as to the structure's ability to serve or carry out its intended purpose, associated drainage/grading adequacy, or legal placement upon the property.

The property owner is the party responsible for and is urged to follow safe and sustainable building standards including foundation and grading characteristics so that full benefits are realized from the proposed improvement project.

The property owner and/or applicant accept sole and absolute responsibility for structural/building design, layout, and construction means and methods. This includes sturdiness HVAC, insulation, and any other technical building issues. The property owner must also acquaint themselves as to the impact of the proposed project on surrounding property(s) as it relates to off-site drainage patterns.

**The property owner accepts sole responsibility for the accurate representation of any property lines, utility of other easement corridors, rights of way, building setbacks or other notations germane to the property.** The property owner warrants that any building or structural plans, sketches, or drawings submitted to the city of Marion for any purpose is appropriately placed and scaled. The city urges that the property owner carefully obtain and document the geometry of the lot. This may involve deed research, conversation with adjoining neighboring property owners and obtaining an accurate survey.

The city will require the correction of any property line discrepancies or adverse drainage patterns within a reasonable period of time. This activity could involve significant structural expense including the partial/complete dismantling of improperly located structures, home additions, garages, outbuildings, and fences.

This document will become part of the building permit process. Agreed to by the property owner affixing his/her signature below.

Name (signed) \_\_\_\_\_

Name (printed) \_\_\_\_\_

Address \_\_\_\_\_

**City of Marion**  
Department of Safety  
Division of Zoning/Compliance  
233 W. Center Street, Marion, Ohio 43302  
Phone (740) 383-4114 • Fax (740) 383-5712

**Project Sheet Drawing Page**

**For Permit to be issued Sketch must show actual measured**

Submit your fence, shed, porch, decks or additional drawings, and the drawings need to show the distance from your lot lines to the newly constructed improvements.

Address of Project \_\_\_\_\_ Date Drawn \_\_\_\_\_