



# CITY OF BELLBROOK

## ZONING PERMIT – ACCESSORY BUILDINGS

15 EAST FRANKLIN STREET, BELLBROOK, OHIO 45305  
(937) 848-4666 [WWW.CITYOFBELLBROOK.ORG](http://WWW.CITYOFBELLBROOK.ORG)

DATE RECEIVED \_\_\_\_/\_\_\_\_/\_\_\_\_ STAFF USE APPLICATION # \_\_\_\_\_

### APPLICANT INFORMATION

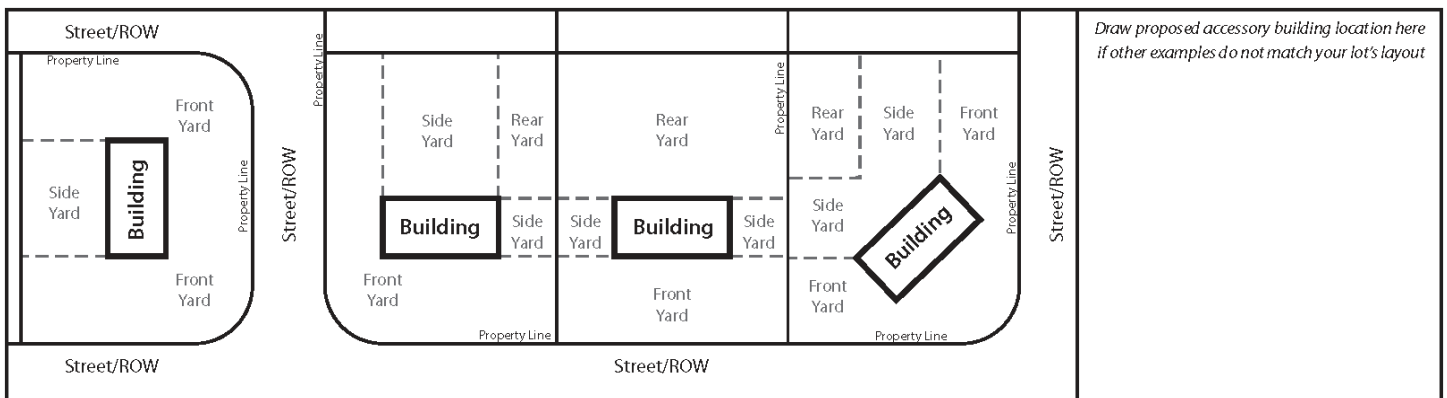
PROPERTY ADDRESS \_\_\_\_\_ ZONING DISTRICT \_\_\_\_\_  
 PROPERTY OWNER \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_  
 APPLICANT NAME \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_  
 APPLICANT EMAIL \_\_\_\_\_

### REQUEST INFORMATION

**TYPE OF LOT** CORNER  INTERIOR  OTHER  **ACCESSORY BUILDING TYPE** SHED  GARAGE  POOL  OTHER   
**DIMENSIONS OF STRUCTURE** HEIGHT \_\_\_\_\_ WIDTH \_\_\_\_\_ LENGTH \_\_\_\_\_ **FLOOR AREA** \_\_\_\_\_ SQUARE FEET  
**PROPOSED LOCATION** SIDE YARD  REAR YARD  \*DISTANCE FROM PROPERTY LINES SIDE YARD \_\_\_\_\_ REAR YARD \_\_\_\_\_  
**WIDTH OF RECORDED EASEMENTS ON LOT** SIDE YARD \_\_\_\_\_ REAR YARD \_\_\_\_\_ PLEASE DENOTE LOCATION ON LOT TYPES BELOW  
 PROPOSED USE OF STRUCTURE \_\_\_\_\_  
 OTHER COMMENTS \_\_\_\_\_

**ANY STRUCTURE EXCEEDING 200 SQUARE FEET IN GROSS FLOOR AREA OR POOL SHALL BE REQUIRED TO OBTAIN A BUILDING PERMIT.**

### SHOW PROPOSED ACCESSORY BUILDING LOCATION ON CORRESPONDING LOT TYPE



I HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS GIVEN ON THIS APPLICATION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT IF THE INFORMATION IN THIS APPLICATION IS NOT CORRECT OR COMPLETE, ANY PERMIT ISSUED MAY BE INVALID WITH THE RESULT BEING THAT I MAY BE REQUIRED TO TAKE THE ABOVE-DESCRIBED ACCESSORY STRUCTURE DOWN AT MY OWN EXPENSE. ANY APPROVAL GRANTED BY THE CITY SHALL EXPIRE IF THE WORK HAS NOT BEGUN WITHIN ONE (1) YEAR FROM THE DATE OF APPROVAL.

APPLICANT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

| OFFICE USE ONLY   |  |   |
|---|--|---|
| <b>PERMIT FEE</b>   | <b>PAYMENT TYPE</b>  | <b>REVIEW AUTHORITY</b>   |
| \$ _____  | CASH <input type="checkbox"/> CHECK <input type="checkbox"/> # _____ | ADMINISTRATIVE <input type="checkbox"/> BZA <input type="checkbox"/> VRB <input type="checkbox"/> |
| APPROVED <input type="checkbox"/> DENIED <input type="checkbox"/> | STAFF SIGNATURE _____ DATE ____/____/____                            |   |
| APPROVED-CONDITIONS <input type="checkbox"/>                      |  |   |

## REGULATION OF ACCESSORY BUILDINGS (INCLUDING SHEDS, GARAGES, & SWIMMING POOLS)

### A. PURPOSE

ACCESSORY BUILDINGS MAY BE ERECTED UPON A LOT WHERE A PRINCIPAL BUILDING ALREADY EXISTS. THE USE OF THE ACCESSORY BUILDING MUST BE SECONDARY AND INCIDENTAL TO THE PRINCIPAL STRUCTURE AND USE.

### B. PERMIT REQUIRED

NO BUILDING OR OTHER STRUCTURE SHALL BE ERECTED, MOVED, ADDED TO, STRUCTURALLY ALTERED, NOR SHALL ANY BUILDING, STRUCTURE OR LAND BE ESTABLISHED OR CHANGED IN USE WITHOUT A PERMIT ISSUED BY THE ZONING INSPECTOR. ZONING PERMITS SHALL BE ISSUED ONLY IN CONFORMITY WITH THE PROVISIONS OF THIS ORDINANCE UNLESS THE ZONING INSPECTOR RECEIVED A WRITTEN ORDER FROM THE BOARD OF ZONING APPEALS OR FROM THE CITY COUNCIL, AS PROVIDED BY THIS ORDINANCE.

### C. ACCESSORY BUILDINGS (ZONING CODE: 18.05 A)

- a) IN A RESIDENTIAL ZONE, NO GARAGE OR OTHER ACCESSORY BUILDING SHALL BE ERECTED WITHIN A REQUIRED SIDE YARD OR FRONT YARD.
- b) WHEN LOCATED AT LEAST SIXTY (60) FEET FROM THE FRONT PROPERTY LINE AND COMPLETELY TO THE REAR OF THE MAIN DWELLING, THE ACCESSORY BUILDING MAY BE ERECTED NOT LESS THAN EIGHT (8) FEET FROM THE SIDE OR REAR LOT LINES. PROVIDED THAT WHEN ACCESS TO A GARAGE IS FROM AN ALLEY, SUCH GARAGE SHALL BE LOCATED NOT LESS THAN TEN (10) FEET FROM THE ALLEY.
- c) WHEN LOCATED LESS THAN SIXTY (60) FEET FROM THE FRONT PROPERTY LINE AND NOT COMPLETELY TO THE REAR OF THE DWELLING, GARAGES SHALL BE CONSTRUCTED AS A PART OF THE MAIN BUILDING OR CONNECTED THERETO BY A COVERED BREEZEWAY.
- d) CORNER LOT ACCESSORY BUILDINGS MUST BE PLACED WITHIN THE BOUNDARIES OF THE REQUIRED REAR YARD AS GOVERNED BY ARTICLE #7, SEC. 7.09, YARD & LOT REQUIREMENTS OR ARTICLE # 17, SEC. 17.05, PD-1 PLANNED RESIDENTIAL DEVELOPMENT AND NOT LESS THAN 8' FROM THE SIDE AND REAR LOT LINES.
- e) NO DETACHED ACCESSORY BUILDING MEASURING UP TO THREE HUNDRED (300) SQUARE FEET IN RESIDENTIAL AND B-1 DISTRICTS SHALL EXCEED ONE (1) STORY OR TWELVE (12) FEET IN HEIGHT AND NO DETACHED ACCESSORY BUILDING IN RESIDENTIAL AND B-1 DISTRICTS MEASURING FROM 301-600 SQUARE FEET SHALL EXCEED ONE (1) STORY OR 15' IN HEIGHT.
- f) DETACHED ACCESSORY BUILDINGS (INCLUDING GARAGES) CONSTRUCTED ON A ONE-FAMILY LOT SHALL NOT EXCEED, IN THE AGGREGATE, SIX HUNDRED (600) SQUARE FEET.

### D. SWIMMING POOLS (ZONING CODE: 18.05 B)

- a) EVERY OUTDOOR SWIMMING POOL (GREATER THAN 18" IN DEPTH), OR THE ENTIRE REAR YARD OF THE PROPERTY ON WHICH IT IS LOCATED, SHALL BE COMPLETELY FENCED OR WALLED TO PREVENT UNCONTROLLED ACCESS. THE FENCE OR WALL SHALL BE NOT LESS THAN FIVE (5) FEET IN HEIGHT AND SHALL BE MAINTAINED IN GOOD CONDITION WITH A GATE OR DEVICE THAT SHALL BE SELFLOCKING AND SECURED WHEN NOT IN USE. FENCES SURROUNDING POOLS SHALL MEET THE REQUIREMENTS OF SECTION 18.06(1)(A). A DWELLING, HOUSE OR ACCESSORY BUILDING MAY BE USED AS PART OF SUCH ENCLOSURE; AND
- b) ABOVE GROUND POOLS, THE CIRCUMFERENCE OF WHICH ARE DECKED AND COMPLETELY FENCED AND THE TOP OF THE FENCE IS NOT LESS THAN FIVE (5) FEET ABOVE THE GROUND LEVEL ARE CONSIDERED TO MEET THE FENCE HEIGHT REQUIREMENTS. ALL OTHER PROVISIONS IN SECTION 18.05(B)(1) APPLY.

### E. OTHER

- a) **PORTABLE STORAGE UNITS** A PORTABLE STORAGE UNIT IS INTENDED TO BE USED ONLY FOR TEMPORARY STORAGE. IT IS NOT INTENDED TO BE USED FOR LONG-TERM ON-SITE STORAGE. THE UNIT MUST BE PLACED ON A HARD SURFACE.
- b) **TEMPORARY TENTS** TEMPORARY TENTS FOR SPECIAL EVENTS ARE PERMITTED IN RESIDENTIAL DISTRICTS FOR A MAXIMUM OF ONE WEEK PER EVENT. A ZONING PERMIT IS REQUIRED FOR TEMPORARY TENTS MEASURING 400 SQUARE FEET OR LARGER.

### F. EASEMENTS

BE AWARE THAT YOUR PROPERTY MAY INCLUDE RECORDED EASEMENTS, INCLUDING BUT NOT LIMITED TO UTILITY EASEMENTS, AND THE PROPERTY OWNER IS SOLELY RESPONSIBLE FOR LOCATING ALL RECORDED EASEMENTS. THE PROPERTY OWNER ASSUMES ALL RISK WHEN CONSTRUCTING A NON-PERMANENT ACCESSORY BUILDING WITHIN A RECORDED EASEMENT. SUCH BUILDING MAY REQUIRE RELOCATION OR REMOVAL AT THE OWNER'S EXPENSE FOR SCHEDULED OR EMERGENCY MAINTENANCE, REPAIR, OR REPLACEMENT WITHIN THE EASEMENT. CONTACT THE COUNTY AUDITOR OR RECORDER'S OFFICE FOR A COMPLETE LISTING OF RECORDED EASEMENTS ON YOUR PROPERTY.