

# APPLICATION FOR BUILDING AND ZONING PERMIT

**City of Trenton Planning & Zoning Department**  
 11 East State Street, Trenton, OH 45067 / (513) 988-6304 Ext. 157 / (513) 988-0855 [fax]

<b>BUILDING PERMIT#:</b> _____	<i>Time Stamped Date of Receipt:</i>
<b>ZONING PERMIT#:</b> _____	

**GENERAL PROPERTY AND CONTRACTOR INFORMATION:**

OWNER'S NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

SUBDIVISION: \_\_\_\_\_

LOT NUMBER: \_\_\_\_\_ LOT AREA: \_\_\_\_\_ LOT FRONTAGE: \_\_\_\_\_

SQ. FOOT LIVING AREA: 1<sup>st</sup> Floor: \_\_\_\_\_ 2<sup>nd</sup> Floor: \_\_\_\_\_ Garage: \_\_\_\_\_ Porch/Deck: \_\_\_\_\_

Finished Basement?: Yes / No : \_\_\_\_\_ If Yes, square footage: \_\_\_\_\_

SETBACKS: FRONT YARD: \_\_\_\_\_ RT SIDE YARD: \_\_\_\_\_ LF SIDE YARD: \_\_\_\_\_

REAR YARD: \_\_\_\_\_ CORNER LOT? Y / N Building Height: \_\_\_\_\_ Height (*to Peak*): \_\_\_\_\_

ESTIMATED COST OF CONSTRUCTION: \$ \_\_\_\_\_

BUILDER'S NAME: \_\_\_\_\_

BUILDER'S ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

**BUILDING PERMIT APPLICATION INFORMATION:**

(check all that apply and describe work to be done. Attach additional pages if necessary)

Work to Be Done:	To What Structure?	Describe Proposed Work (attach additional pages if necessary)
ERECT		
ALTER / MODIFY		
REPAIR		
ADD TO		

**ZONING PERMIT APPLICATION INFORMATION:**

(check all that apply and describe proposed use in detail. Attach additional pages if necessary)

<i>Residential Zoning Request</i>			<i>Commercial Zoning Request</i>		
New Construction	Deck/Porch		New Construction	Use Change	
Single Family	Accessory Structure		New Business	Accessory Structure	
Multi-family	Home Occupation		Change in Parking	Alteration/Addition	
Dwelling Units	Alteration/Addition		Sign:	<i>Permanent</i>	<i>Temporary</i>
Fence	Other:		Fence	Other:	
<b>Explain Use in Detail</b> (type of business, sq ft, etc.):			<b>Percentage of Brick:</b>		

DOCUMENTS ATTACHED	PERMIT FEE CALCULATIONS	
<u>Residential:</u> <input type="checkbox"/> <b>Construction Plan</b> (2 sets req.) <input type="checkbox"/> <b>Plot Plan</b> (2 sets req.) <u>Commercial:</u> <input type="checkbox"/> <b>Construction Plan</b> (8 sets req.) <input type="checkbox"/> <b>Site Plan</b> (8 sets req.)  **Note: submit one (1) additional copy of each on 11x17 format	First Floor _____ SF X \$0.30	\$
	Second Floor _____ SF X \$0.30	\$
	Finished Basement _____ SF X \$0.30	\$
	Garage/Pole Barn _____ SF X \$0.20	\$
	Porch/Deck _____ SF X \$0.20	\$
	Demolition Permit: Accessory Bldg. \$25.00	\$
	Residence \$40.00	\$
	Sign Permit _____	\$
	Zoning Fee _____	\$
	Piggyback \$60.00	\$
	Park Impact Fee \$600.00	\$
	Residential Certificate of Occupancy \$100.00	\$
	Misc. Fee _____	\$
	<b>TOTAL:</b>	\$

- No building or zoning permit is required for accessory structures (sheds, utility buildings, etc) 120 SF or less. Accessory structures must be located in the rear yard, a minimum of 6' from all property lines and other structures.
- It is the applicant's responsibility to comply with all civil deed and/or subdivision restrictions and/or covenants on property.
- Please be advised that you must contact the Butler County Building & Zoning Dept. to obtain an Electrical Permit for your pool. These permits can be issued the same day at the County and the cost is \$50.50 for an above ground pool and \$101 for an in-ground pool. The cost of these permits includes a final inspection for above ground pools, and a bonding and a final inspection for in-ground pools. These inspections must be completed prior to a final inspection being performed by the City of Trenton.

Butler County Building & Zoning Department  
130 High Street, Hamilton, Ohio 45011  
Phone: (513) 887-3204      Hours: 8:00 am – 4:00 pm

The City of Trenton Building and Zoning Department thanks you for your cooperation. This permitting process is required by Code and is being done for your safety as well as the safety of others.

*I, the undersigned, certify my right to make the above application. Further, I certify that all submitted information is true and accurate, and the proposed use will conform to the application as submitted and that no changes shall be made without the express written pre-approval of an authorized representative of the City of Trenton.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**City of Trenton Staff Comments:**

**City of Trenton Application for Building & Zoning Permit**

If applicable, please provide a sketch of the lot, building, and/or accessory structure where the requested work is to be done. Provide all measurements and dimensions of all lot lines, building sizes, and distances between structures and property lines.

A large, empty rectangular box with a double-line border, intended for a site sketch. The box is currently blank, providing space for the applicant to draw the lot, building, and any accessory structures, along with their dimensions and distances from property lines.