

PURPOSE OF A RESIDENTIAL CONSTRUCTION PERMIT

Information from this permit application will be used to determine whether a project meets all applicable legal requirements of the city, including the zoning code. Several City departments will review this application and ensure that legal requirements have been met and this project will coordinate with any improvements planned by the City. This permit should be approved prior to constructing, adding to, moving, altering or remodeling any residential structure. Projects such as constructing a building addition, a garage, paving or laying down gravel, building a porch, among other construction activities, will also require this permit.

Please submit all application materials to: piquapermits@piquaoh.gov

SUBMITTAL REQUIREMENT CHECKLIST

Application

Site Plan

Elevation drawing

Application Fee:

For the construction of a new home: \$150

For the construction of accessory structures/additions: \$50

For new fences or modifications: \$25

Link to payment portal -

https://swipesimple.com/links/lnk_b5f8e6e9

If you are unsure of what amount is appropriate to pay, please seek assistance prior to submitting payment by emailing the address above.

APPLICANT INFORMATION

Primary Contact

Billing Contact

Company Name:

Contact Person First Last Name:

Mailing Address:

Phone Number:

Email:

PROPERTY OWNER INFORMATION

First Last Name:

Mailing Address:

Phone Number:

Email:

PROJECT LOCATION

Address Assignment Request

Yes

No

Street Address:

Parcel ID Number:

Zoning District:

Current Use:

HISTORICAL RESOURCE INFORMATION

Does the project contain a designated historic resource or is it located within a designated historic district?

Yes

No

ACTIVE CODE COMPLIANCE CASE		
Is there an active code compliance case on this site?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes: Is this application related to the code violation?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

PLANNING COMMISSION, BOARD OF ZONING APPEALS, CITY COMMISSION	
Is this application associated with any past or future action by a board or commission? Some examples - a variance, a Special Use Permit, a recent rezoning, etc. Please describe.	

PROJECT INFORMATION – Attach additional page(s) if necessary.	
Briefly describe the nature of the project:	
Estimated Project Cost:	
Start Date:	End Date:

ACKNOWLEDGMENT AND AUTHORIZATION	
The undersigned acknowledges that the information provided herein is accurate to the fullest extent of their knowledge.	
_____	_____
Applicant Name	Date
_____	_____
Applicant Signature	Title
_____	_____
Property Owner Name	Title
_____	_____
Property Owner Signature	Title