



Application for Accessory Buildings & Structures

City of Centerville • 100 West Spring Valley Road • Centerville, Ohio 45458

Phone: 937.433.7151 Fax: 937.433.8221 E-mail: planning@centervilleohio.gov

Application No. _____

Date Received _____

Applicant Information

Applicant Name _____ Phone No. _____
 Applicant Address _____ Contractor _____
 Property Owner _____ Phone No. _____
 Property Address _____ E-mail _____
 City _____ State _____ Zip _____ Zoning District _____

Request Information

Type of Lot: Corner _____ Interior _____ Other _____ Proposed Floor Area: _____ square feet
 Dimensions of Proposed Structure: Width: _____ feet _____ inches Length: _____ feet _____ inches
 Accessory Building Type: Shed _____ Detached Garage _____ Other _____
 Proposed Location: Side Yard _____ Rear Yard _____ Distance from Property Lines: Side Yard _____ Rear Yard _____
 Width of Recorded Easements on Lot: Side Yard _____ Side Yard _____ Rear Yard _____ (please denote location on lot types below)
 Proposed Height: _____ feet _____ inches Height of Principle Building: _____ feet _____ inches
 Proposed Building Materials: _____
 Proposed Use of Structure: _____

Attach architectural elevations to this request for structures located on a residential premises which exceed 100 square feet in gross floor area. Any accessory building or structure exceeding 200 square feet in gross floor area shall be required to obtain a Building Permit.

Show Proposed Accessory Building Location on Corresponding Lot Type

			<p>Draw proposed accessory building location here if other examples do not match your lot's layout</p>
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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.

Printed Name of Owner or Authorized Agent _____

Signature of Owner or Authorized Agent _____

Date _____

Departmental Use Only

Form of Payment <input type="checkbox"/> Cash <input type="checkbox"/> Ck _____ <input type="checkbox"/> CC _____	Application Fees Application Fee: _____	Review Authority <input type="checkbox"/> Administrative <input type="checkbox"/> Planning Commission <input type="checkbox"/> Board of Arch. Review
<input type="checkbox"/> Approved <input type="checkbox"/> Approved with Conditions <input type="checkbox"/> Denied	Staff Signature _____ Date _____	

A. Purpose

Accessory buildings or structures including a private garage 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. An accessory building that is attached to the main building shall comply with all the requirements of these regulations that are applicable to the principal building.

B. Permit Required

A permit is required to be issued before an accessory building may be constructed or an accessory use may occur on a parcel or in a building (See Article 5, Development Procedures). A major accessory building or use shall be approved by Planning Commission and a minor accessory building or use shall be approved by the City Planner.

C. General Provisions

The following general provisions shall apply:

1. No accessory building or structure having a permanent foundation shall be located in a recorded easement;
2. No accessory building shall be erected in any front yard or the required minimum side yard of a lot;
3. An accessory building or structure shall have a minimum rear yard setback of 5 feet from any lot line;
4. No accessory building or structure shall be erected or constructed prior to the erection or construction of the principal or main building, except in conjunction with the same;
5. The maximum building height of an accessory building or structure for a single-family, two-family or three-family residential use shall be 12 feet. However, the Planning Commission may approve an increase of building height not to exceed 16 feet in height or the height of the principal building whichever is less as part of a Major Accessory Building in accordance with Article 5.09 B of this UDO;
6. The maximum building height of an accessory building or structure for a multi-family or nonresidential use shall not exceed 18 feet in height or the height of the principal building whichever is less;
7. The gross floor area of all accessory buildings and structures on a single-family or two-family residential premises shall be a maximum of 750 square feet or occupy no more than 20 percent of the rear yard, whichever is less;
8. Accessory buildings or structures located on residential premises and greater than 100 square feet in gross floor area shall include the following:
 - a. A finished pitched roof surfaces of standing seam metal, seal-tab asphalt shingles, clay tile, slate or wood shingles.
 - b. All other finish surfaces shall be either wood, brick, stone, vinyl, screen or any combination thereof.
9. There shall be no more than 1 detached private garage per single-family, two-family or three-family dwelling unit;
10. Single-Family Residences: There shall be no more than 1 accessory building used for incidental storage by the property owner or occupant;
11. Two or Three-Family Residential Uses: there shall be no more than 1 accessory building used for incidental storage by the property owner or occupant per dwelling unit;
12. Multi-Family Residential Uses: The Planning Commission may approve accessory buildings as a part of any Site Plan or as a Major Accessory Building in accordance with Article 5.09 B of this UDO.
13. Non-Residential Uses: The Planning Commission may approve accessory buildings as a part of any Site Plan or as a Major Accessory Building in accordance with Article 5.09 B of this UDO.
14. An Accessory Building shall provide a minimum separation to any other building in accordance with applicable Building Code Regulations.
15. A driveway, in accordance with Section 9.29 of the UDO shall be required for any private garage;
16. An Open-Sided Structure including a Gazebo or a Trellis shall meet the minimum standards stated in Section 9.39 C. above and the floor shall not exceed 4 percent of the rear yard, or 200 square feet whichever is less;
17. Portable Storage Units: A portable storage unit may be permitted on a premises subject to the following:
 - a. A maximum of 1 portable storage unit per dwelling unit.
 - b. 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 and any such use in any zoning district is expressly prohibited.
 - c. The outside dimensions shall not exceed 16 feet in length, 8 feet in width, and 9 feet in height.
 - d. The unit must be placed on a paved surface in accordance with the Section 9.29 of the UDO.
 - e. A portable storage unit may be placed in conjunction with a residential dwelling unit for a period of time not to exceed 14 consecutive days in duration from the time of delivery to the time of removal, up to a maximum of 2 times per calendar year.
 - f. A portable storage unit may be placed on a non-residential zoned premises provided:
 - 1) It is located for a period of time not to exceed 30 consecutive days in duration from the time of delivery to the time of removal, up to a maximum of 2 times per calendar year; and
 - 2) The unit is located in a manner which does not hinder pedestrian or vehicular access to the premises and does not obstruct intersection sight distance.
 - g. In emergency situations, the City Planner may extend the length of time a portable storage unit can be located on a site.
18. The City Planner is authorized to grant temporary exceptions to or modifications of this Section in special circumstances where a necessity exists for the use of a temporary building, structure or vehicle. Such special circumstances may include, but are not limited to, the location of a field office required for a construction project. Such permission shall be limited to the time during which the use of such temporary building, structure or vehicle is reasonably necessary for the project for which such exception was granted.

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.