



Grove City Building Division
 4035 Broadway
 Grove City, OH 43123
 614-277-3075 (Phone)
 614-277-3090 (Fax)
 GroveCityOhio.gov

ACCESSORY BUILDING PERMIT APPLICATION

Permit No. _____

Method by which you would like your permit returned: Fax Email Pickup

PROPERTY INFORMATION

Address _____ *Grove City, OH 43123* Lot _____
 Parcel I.D. _____ Subdivision _____ Zoning _____

OWNER INFORMATION

Name _____ Phone _____
 Address _____ Email _____

PROJECT INFORMATION

Area of Structure _____ Height of Structure _____
Building Materials Aluminum Vinyl Wood Other _____
 Valuation Cost _____
 Distance from Rear Property Line _____
 Distance from Nearest Side Property Line _____
 Number of Existing Accessory Buildings on Site _____ Total Area _____

FEES

Total Fees Due \$ _____ 10.00

OFFICE USE

Receipt # _____
 Cash Card Check
 Ref. # _____
 Date Entered _____
 Date Issued _____
 Approved _____ Date _____

SUBMITTAL REQUIREMENTS

- 2 Site plans showing all structures, property lines and easements.
- Easement Encroachment Form
- Elevation plans of the structure
- Manufacturer's specifications

CONTRACTOR INFORMATION

Registration No. _____

Contractor _____ Contact _____
 Address _____ City/State/Zip _____
 Phone _____ Fax _____ Email _____
 Signature _____ Owner Agent

Maximum height of a portable accessory building is 13' above finished floor; 8' side wall above finish floor; maximum area is 200 square feet. Accessory buildings must be located in the rear or side yard.

24-Hour Inspection Line: 614-277-1815

For next business day inspections, requests must be called in before noon or contractors may use the online inspection service as late as 8 p.m., seven days a week.