

Village of Kirtland Hills
APPLICATION FOR CERTIFICATE OF COMPLIANCE
K.H.V.Z. Sheet 1

To the Village of Kirtland Hills:

Application is hereby made for a Certificate of Compliance to be issued on the basis of the representations contained herein, all of which applicant swears to be true.

1. Applicant: _____ (If different than Land Owner)
 Current address: _____
 Home Phone: _____ Business Phone: _____

2. Name of land owner: _____ (If different than Applicant)
 Current address: _____
 Home Phone: _____ Business Phone: _____

3. Location of land, street, or subplot: _____

4. Dimensions of land: _____ acres Road Frontage: _____ feet Rear lot line: _____ feet
 Depth of lot (from right-of-way): _____ side _____ feet
 _____ side _____ feet
 Set back (130 feet minimum): _____

5. Type of house: _____ Ranch _____ Multi-level
 Gross square footage: 1st Floor _____ 2nd Floor _____ Total _____
 Required: Ranch: 2500 sq. ft. minimum
 Multi-level: 1800 sq. ft. minimum (1st floor), 3000 sq. ft. minimum (total)

6. Proposed Use:
 a) _____ New Construction _____ Remodeling
 b) _____ Residence _____ Accessory Building
 c) _____ Other (describe in detail below)

7. Builder: Name: _____
 Address: _____ Phone: _____

8. Architect/Engineer: Name: _____
 Address: _____ Phone: _____

_____ hereby acknowledges receipt of:
 (Print Name)
 Official Information Packet containing examples of K.H.V.Z. Sheet 1, K.H.V.Z. Sheet 2, K.H.V.Z. Sheet 3, K.H.V.Z. Sheet 4, and Chapters 311, 509.08, 521.11, 911, 1105, 1133, 1137, 1145, 1153, 1161, 1165 & 1173 of the Codified Ordinances of the Village of Kirtland Hills and represents that the foregoing Application is made pursuant to and in accordance therewith.
 Applicant Signature: _____

ALL SHADED AREAS ON K.H.V.Z. SHEETS 1 THROUGH 4 TO BE LEFT BLANK

Date filed with Zoning Inspector: _____ Date ruled upon (within 15 days) _____
K.H.V. APPLICATION NO. _____

Village of Kirtland Hills
K.H.V.Z. Sheet 2

ZONING CERTIFICATE OF COMPLIANCE

The foregoing Application is found to be in compliance with the Ordinances of the Village of Kirtland Hills and is hereby approved.

Date approved: _____ Zoning Inspector: _____
Occupancy Deposit Fee: \$ _____

REFUSAL CERTIFICATE

The foregoing Application is **NOT** found to be in compliance with the Ordinances of the Village of Kirtland Hills and is refused for the following reasons:

Date refused: _____ Zoning Inspector: _____

REVIEW BY ARCHITECTURAL BOARD OF REVIEW

Date of review: _____ Decision: _____

Date Occupancy Deposit posted: _____ Clerk/Zoning Inspector: _____

REVIEW BY ARCHITECTURAL BOARD OF REVIEW (SECONDARY)

Date of review: _____ Decision: _____

Date Occupancy Deposit posted: _____ Clerk/Zoning Inspector: _____

VILLAGE APPROVAL FOR BUILDING PERMIT

Approval is hereby granted by the Village of Kirtland Hills for the Lake County Building Department to issue a Building Permit; and notice to Lake County given hereby.

Clerk/Zoning Inspector K.H.V. Application No. Date

Village of Kirtland Hills
NOTICE OF APPEAL
(must be filed within ten days of refusal)
K.H.V.Z. Sheet 3

I hereby appeal the above refusal to the Board of Zoning Appeals for the reason that:

- a) There was an error in the order or decision of the Zoning Inspector.
- b) An exception or variance should be made in this case because:

_____ Applicant
_____ Date

K.H.V. Application Number: _____

Date Appeal Notice filed: _____

Date of Hearing Advertised (at least 7 days prior to hearing): _____

Date of Hearing: _____

Decision of Board of Zoning Appeals: _____

Date of Decision: _____

Council Resolution reviewing decision of Zoning Appeals Board: _____

Date of Resolution: _____ Resolution Number: _____

Date of review by Architectural Board of Review: _____

Decision of Architectural Board of Review: _____

Date of Decision: _____

Village of Kirtland Hills

APPLICATION FOR RIGHT-OF-WAY CONSTRUCTION PERMIT

K.H.V.Z. Sheet 4

APPLICANT

NAME _____

ADDRESS _____

PHONE _____

CONTRACTOR

NAME _____

ADDRESS _____

PHONE _____

JOB LOCATION _____

TYPE OF WORK TO BE PERFORMED

Storm Sewer _____ Gas Line _____ Water Line _____

Electric Line _____ Telephone Line _____ Cable TV _____

Driveway Apron _____ Drive Culvert _____ Other _____

The Applicant is responsible for notifying Kirtland Hills Village prior to commencing work and for scheduling required inspections.

APPLICANT _____ DATE _____

This permit is granted upon the representation of the Applicant that all work will conform to the ordinances and standards of Kirtland Hills Village including the following specific requirements:

K.H.V. APPLICATION NO. _____

APPROVED BY _____ DATE _____

PERMIT NUMBER (If Applicable) _____ FEE _____