



CERTIFICATION PREP TRACK
INTERNATIONAL ZONING CODE® (IZC)
CRASH COURSE
 GET READY FOR YOUR NEXT CERT

IZC
 INTERNATIONAL ZONING CODE®
 2021

BRYAN WAGNER
 AACE PAST PRESIDENT

2021 IZC Crash Course
with 2024 updates!

CodeComply Summit
 July 23, 2025

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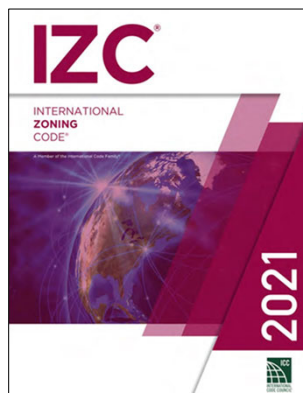
Disclaimer

AACE and the instructor(s) are presenting this training and information to assist the participant in understanding zoning code concepts related to the administration and enforcement of the 2021 International Zoning Code.

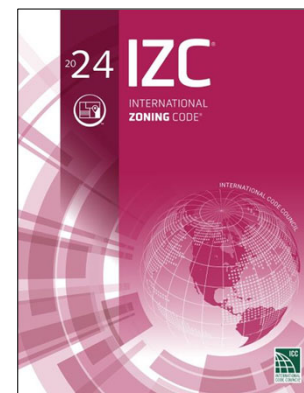
AACE is not a law firm. The instructor(s) is not an attorney. Information presented today is to be used for educational purposes only.

Participants should review all information presented with their supervisor and legal representative in order to ensure compliance with state law, local ordinances, resolutions, policies, and procedures.

2021 INTERNATIONAL ZONING CODE



2024 INTERNATIONAL ZONING CODE



Exam Content

50 Questions

Multiple Choice

Two Hour Time Limit

Open Book (IZC and LACA)

Exam Content

Legal Aspects of Zoning	28%
Administrative Aspects of Zoning	14%
Planned Zoning	14%
Development Regulation	21%
Sign Regulations	23%

Exam Content

If time allows, we will review test taking tips and tricks at the end of today's presentation.

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Chapter 1	Scope and Administration
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CHAPTER 1 Scope and Administration

CHAPTER 1 Scope and Administration

Section 101 – Scope and General Requirements

101.2 Purpose. The purpose of this code is to establish minimum requirements to provide a reasonable level of health, safety, property protection and welfare by controlling the design, location, use or occupancy of all buildings and structures through the regulated and orderly development of land and land uses within this jurisdiction.

CHAPTER 1 Scope and Administration

The Village of Euclid vs. Ambler Realty Company

Landmark United States Supreme Court case that established the legal precedent and constitutionality for zoning administration and zoning enforcement throughout the United States.

Decided on November 22, 1926.

CHAPTER 1 Scope and Administration

Section 101 – Scope and General Requirements

101.2 Purpose. The purpose of this code is to establish minimum requirements to provide a reasonable level of health, safety, property protection and welfare by controlling the design, location, use or occupancy of all buildings and structures through the regulated and orderly development of land and land uses within this jurisdiction.

CHAPTER 1 Scope and Administration

Section 101 – Scope and General Requirements

101.3 Scope. The provisions of this code shall apply to the construction, addition, alteration, moving, repair and use of any building, structure, parcel of land or sign within a jurisdiction, except work located primarily in a public way, public utility towers and poles and public utilities unless specifically mentioned in this code.

CHAPTER 1 Scope and Administration

Section 102 – Existing Buildings and Uses

102.1 General. Lawfully established buildings and uses in existence at the time of the adoption of this code shall be permitted to have their existing use or occupancy continued, provided that such continued use is not dangerous to life.

CHAPTER 1 Scope and Administration

Section 102 – Existing Buildings and Uses

102.5 Illegal Uses. Uses that were illegally established prior to the adoption of this code shall remain illegal.

CHAPTER 1 Scope and Administration

Section 102 – Existing Buildings and Uses

102.3 Maintenance. Buildings or uses, both existing and new, and all parts thereof, shall be maintained.

CHAPTER 1 Scope and Administration

Section 102 – Existing Buildings and Uses

102.2 Additions. Additions, alterations or repairs shall be permitted to be made to any building or use without requiring the existing building or use to comply with the requirements of this code, provided that the addition, alteration or repair conforms to that required for a new building or use.

CHAPTER 1 Scope and Administration

Section 102 – Existing Buildings and Uses

102.4 Moved and Temporary Buildings, Structures and Uses. Buildings or structures moved into or within the jurisdiction shall comply with the provisions of this code for new buildings and structures.

CHAPTER 11 Nonconforming Structures and Uses

CHAPTER 11 Nonconforming Structures and Nonconforming Uses

Section 1101 – General

1101.1 Continuance. Except as otherwise required by law, a structure or use legally established prior to the adoption date of this code be maintained unchanged. In other than criminal proceedings; the owner, occupant or user shall have the burden to show that the structure, lot or use was lawfully established.

CHAPTER 11 Nonconforming Structures and Nonconforming Uses

Section 1102 – Discontinuance

1102.1 Vacancy. Any lot or structure, or portion thereof, occupied by a nonconforming use, that is or hereafter becomes vacant and remains unoccupied by a nonconforming use for a period of 6 months shall not thereafter be occupied, except by a use that conforms to this code.

CHAPTER 11 Nonconforming Structures and Nonconforming Uses

Section 1102 – Discontinuance

1102.2 Damage. If any nonconforming structure or use is, by any cause, damaged to the extent of 50 percent of its value as determined by the code official, it shall not thereafter be reconstructed as such.

CHAPTER 11 Nonconforming Structures and Nonconforming Uses

Section 1103 - Enlargements and Modifications

1103.1 Maintenance and repair. Maintenance, repairs and structural alterations shall be permitted to be made to nonconforming structures or to a building housing a nonconforming use with valid permits.

CHAPTER 11 Nonconforming Structures and Nonconforming Uses

Section 1103 - Enlargements and Modifications

1103.2 Changes of nonconforming use. A change of use of a nonconforming use of a structure or parcel of land shall not be made except to that of a conforming use. Where such change is made, the use shall not thereafter be changed back to a nonconforming use.

CHAPTER 11 Nonconforming Structures and Nonconforming Uses

Section 1103 - Enlargements and Modifications

1103.3 Additions. Additions to nonconforming structures and parking areas shall conform to the requirements of this code. Additions to structures housing nonconforming uses that increase the area of a nonconforming use shall not be made.

CHAPTER 1 Scope and Administration

CHAPTER 1 Scope and Administration

Section 103 - Planning Commission

103.7 Duties and Powers. The duties and powers of the planning commission shall be:

103.7.1 Comprehensive Plan. It shall be the duty of the commission, after holding public hearings, to create and recommend to the legislative body a comprehensive plan for the physical development of the jurisdiction.

CHAPTER 1 Scope and Administration

Section 103 - Planning Commission

103.7 Duties and Powers. The duties and powers of the planning commission shall be:

103.7.2 Zoning Code. It shall be the duty of the commission to develop and recommend to the legislative body a zoning code, in accordance with the guidelines of the comprehensive plan, establishing zones within the jurisdiction. Such a code shall be made in regard to the character of each district and the most appropriate use of land within the jurisdiction.

CHAPTER 1 Scope and Administration

Section 103 - Planning Commission

103.7 Duties and Powers. The duties and powers of the planning commission shall be:

103.7.3 Division of land regulations. It shall be the duty of the commission to develop and certify regulations governing the division of land. Divisions of land shall be in accordance with the adopted regulations.

CHAPTER 1 Scope and Administration

Section 103 - Planning Commission

103.7 Duties and Powers. The duties and powers of the planning commission shall be:

103.7.4 Conditional-use permits. It shall be the duty of the commission to review conditional-use permit applications.

CHAPTER 1 Scope and Administration

Section 103 - Planning Commission

103.7 Duties and Powers. The duties and powers of the planning commission shall be:

103.7.5 Official zoning map. The legislative body shall adopt an official zoning map for all areas included within the jurisdiction.

CHAPTER 1 Scope and Administration

Section 103 - Planning Commission

103.8 Appeals and Hearings. Any person with standing aggrieved by any decision of the commission shall have the right to make such appeals as shall be permitted to be provided by this code or state law. Such appeals shall be based on the record.

CHAPTER 1 Scope and Administration

Section 104 - Duties and Powers of the Zoning Code Official

104.1 General. This section establishes the duties and responsibilities for the zoning code official and other officials and agencies, with respect to the administration of this code. The zoning code official and/or designee shall be referred to hereafter as the code official.

CHAPTER 1 Scope and Administration

Section 104 - Duties and Powers of the Zoning Code Official

104.2 Deputies. The code official may appoint such number of technical officers and other employees as shall be authorized from time to time. The code official shall be permitted to deputize such employees as may be necessary to carry out the functions of this code.

CHAPTER 1 Scope and Administration

Section 104 - Duties and Powers of the Zoning Code Official

104.3 through 104.6 provide the code official with four responsibilities.

104.3 Reviews and approvals. The code official shall be authorized to undertake reviews, make recommendations and grant approvals as set forth in this code.

CHAPTER 1 Scope and Administration

Section 104 - Duties and Powers of the Zoning Code Official

104.4 Comprehensive plan. The code official shall assist the planning commission in the development and implementation of the comprehensive plan.

CHAPTER 1 Scope and Administration

Section 104 - Duties and Powers of the Zoning Code Official

104.5 Administrative reviews and permits. Administrative reviews of:

CHAPTER 1 Scope and Administration

Section 104 - Duties and Powers of the Zoning Code Official

104.5.1 Review of building permits. Applications for building permits and amendments thereto shall be submitted to the code official for review and approved prior to permit issuance. Each application shall include a set of building plans and all data necessary to show that the requirements of this code are met.

104.5.2 Site plan reviews. The code official shall receive all applications for site plan review and review for completeness and prepare submittals for review by the appropriate body.

CHAPTER 1 Scope and Administration

Section 104 - Duties and Powers of the Zoning Code Official

104.5.3 Conditional-use permits and variances. The code official shall receive all applications for conditional uses and variances or other plans as shall be permitted or approved as required by this code, review for completeness and prepare submittals for review by the appropriate body.

104.5.4 Amendments. Requests for amendments or changes to the comprehensive plan or this code or map shall be submitted to the code official for processing.

CHAPTER 1 Scope and Administration

Section 104 - Duties and Powers of the Zoning Code Official

104.6 Interpretations. The interpretation and application of the provisions of this code shall be by the code official. An appeal of an interpretation by the code official shall be submitted to the board of adjustment, who, unless otherwise provided, is authorized to interpret the code, and such interpretation shall be considered to be final...

CHAPTER 1 Scope and Administration

Section 104 - Duties and Powers of the Zoning Code Official

104.6 Interpretations. ...It is recognized that all possible uses ... cannot reasonably be listed or categorized... Any use not specifically mentioned ... shall be administratively classified by comparison with other uses identified in the zones described in this code ... shall be considered as a permitted/nonpermitted use within a general zone classification, subject to the regulations for the use it most nearly resembles...

CHAPTER 1 Scope and Administration

Section 104 - Duties and Powers of the Zoning Code Official

104.6 Interpretations. If a use does not resemble other identified allowable uses within a zone, it maybe permitted as determined by the hearing body in public hearing as an amendment to this code pursuant to Section 109.3.

CHAPTER 1 Scope and Administration

Section 104 - Duties and Powers of the Zoning Code Official

104.7 Liability. The code official, or designee, charged with the enforcement of this code, acting in good faith and without malice in the discharge of the duties described in this code, shall not be personally, civilly or criminally liable for any damage that may accrue to persons or property as a result of an act or by reason of an act or omission in the discharge of such duties.

CHAPTER 1 Scope and Administration

Section 104 - Duties and Powers of the Zoning Code Official

104.7.1 Legal defense. A suit or criminal complaint brought against the code official or employee ... shall be defended by the jurisdiction until final termination of such proceedings. Any judgment resulting therefrom shall be assumed by the jurisdiction.

CHAPTER 1 Scope and Administration

Section 104 - Duties and Powers of the Zoning Code Official

104.8 Cooperation of other officials and officers. The code official shall be authorized to request, and shall receive so far as is required in the discharge of the duties described in this code, the assistance and cooperation of other officials of the jurisdiction.

CHAPTER 1 Scope and Administration

Section 106 - Permits and Approvals

106.1 General. Departments, officials and employees which are charged with the duty or authority to issue permits or approvals shall issue no permit or approval for uses or purposes where the same would be in conflict with this code. Any permit or approval, if issued in conflict with this code, shall be null and void.

CHAPTER 1 Scope and Administration

Section 106 - Permits and Approvals

106.2 Expiration or cancellation. Each license, permit or approval issued shall expire after 180 days if no work is undertaken or such use or activity is not established, unless a different time of issuance of the license or permit is allowed in this code, or unless an extension is granted by the issuing agency prior to expiration...

CHAPTER 1 Scope and Administration

Section 106 - Permits and Approvals

106.2 Expiration or cancellation. ...Failure to comply fully with the terms of any permit, license or approval shall be permitted to be grounds for cancellation or revocation. Action to cancel any license, permit or approval shall be permitted to be taken on proper grounds by the code official. Cancellation of a permit or approval by the commission or board shall be permitted to be appealed in the same manner as its original action.

CHAPTER 1 Scope and Administration

Section 106 - Permits and Approvals

106.3 Validity of licenses, permits and approvals. For the issuance of any license, permit or approval for which the commission or board is responsible, the code official shall require that the development or use in question proceed only in accordance with the terms of such license, permit or approval, including any requirements or conditions established as a condition of issuance...

CHAPTER 1 Scope and Administration

Section 107 - Fees

107.1 Fees. A fee for services shall be charged. Fees shall be set by the jurisdiction and schedules shall be available at the office of the code official.

107.2 Refunds. The code official is authorized to establish a refund policy.

CHAPTER 1 Scope and Administration

Section 108 - Board of Adjustment

108.1 through 108.6 provides language about how the board is established, how long each board member term is, how members are selected, how the chair is selected, how rules are adopted, and how the secretary is selected.

Key points include:

CHAPTER 1 Scope and Administration

Section 108 - Board of Adjustment

One member of the commission is an ex officio member (108.2)

Members can be removed for cause (108.3)

Members shall be residents (108.4)

The secretary is selected by the code official (108.6)

CHAPTER 1 Scope and Administration

Section 108 - Board of Adjustment

108.7 Duties and powers. The duties and powers of the board of adjustment shall be:

108.7.1 Errors. The board shall have the power to hear and decide on appeals where it is alleged that there is an error in any order, requirement, decision, determination or interpretation by the code official.

CHAPTER 1 Scope and Administration

Section 108 - Board of Adjustment

108.7 Duties and powers. The duties and powers of the board of adjustment shall be:

108.7.2 Variances. The board shall have the power to hear and decide on appeals wherein a variance to the terms of this code is proposed. Limitations as to the board's authorization shall be as set forth in this code.

CHAPTER 1 Scope and Administration

Section 108 - Board of Adjustment

108.7 Duties and powers. The duties and powers of the board of adjustment shall be:

108.7.3 Variance review criteria. The board of adjustment shall be permitted to approve, approve with conditions or deny a request for a variance. Each request for a variance shall be consistent with the following criteria:

CHAPTER 1 Scope and Administration

Section 108 - Board of Adjustment

108.8 Use variance. The board of adjustment shall not grant a variance to allow the establishment of a use in a zoning district where such use is prohibited by the provisions of this code.

CHAPTER 1 Scope and Administration

Section 108 - Board of Adjustment

108.9 Decisions. The board shall be permitted to decide in any manner it sees fit; however, it shall not have the authority to alter or change this code or zoning map or allow as a use that would be inconsistent with the requirements of this code, provided, however, that in interpreting and applying the provisions of this code, the requirements shall be deemed to be the spirit and intent of the code and do not constitute the granting of a special privilege.

CHAPTER 1 Scope and Administration

Section 109 - Hearing Examiner

109.2 Appointment. The examiner shall be appointed and approved by the legislative body.

109.3 Duties and powers. The examiner shall hear and consider all applications for discretionary land rezones and use decisions as authorized by the legislative body by resolution. Such considerations shall be set for public hearing. The examiner shall be bound by the same standards of conduct as the commission and board, with respect to the administration of this code.

CHAPTER 1 Scope and Administration

Section 109 – Hearing Examiner

109.4 Decisions. The examiner shall, within 10 working days, render a decision. Notice in writing of the decision and the minutes of record shall be given to the code official for distribution as required. Decisions shall be kept in accordance with state regulations and such decisions shall be open to the public.

CHAPTER 1 Scope and Administration

Section 110 - Hearings, Appeals and Amendments

110.1 Hearings. Upon receipt of an application in proper form, the code official shall arrange to advertise the time and place of public hearing. Such advertisement shall be given by not fewer than one publication in a newspaper of general circulation ... reasonable effort shall be made to give notice by regular mail to each surrounding property owner or agent... a notice of such hearing shall be posted in a conspicuous manner on the subject property.

CHAPTER 1 Scope and Administration

Section 110 - Hearings, Appeals and Amendments

110.2 Appeals. Appeals shall be:

110.2.1 Filing. Any person with standing, aggrieved or affected by any decision of the code official, shall be permitted to appeal to the examiner, board, or commission by written request with the code official. Upon furnishing the proper information, the code official shall transmit to the examiner, board or commission all papers and pertinent data related to the appeal.

CHAPTER 1 Scope and Administration

Section 110 - Hearings, Appeals and Amendments

110.2 Appeals. Appeals shall be:

110.2.2 Time limit. An appeal shall only be considered if filed within [NUMBER OF WORKING DAYS] days after the cause arises or the appeal shall not be considered. If such an appeal is not made, the decision of the code official shall be considered to be final.

CHAPTER 1 Scope and Administration

Section 110 - Hearings, Appeals and Amendments

110.2 Appeals. Appeals shall be:

110.2.3 Stays of proceedings. An appeal stays all proceedings from further action unless there is immediate danger to public health and safety.

CHAPTER 1 Scope and Administration

Section 110 - Hearings, Appeals and Amendments

110.4 Voting and notice of decision. There shall be a vote of a majority of the board and commission present in order to decide any matter under consideration. Each decision shall be entered in the minutes by the secretary. Appeals shall be kept in accordance with state regulations and such appeals shall be open to the public. Notice in writing of the decision and the disposition of each appeal shall be given to the code official and each appellant by mail or otherwise.

CHAPTER 1 Scope and Administration

Section 111 - Violations

111.1 Unlawful acts. It shall be unlawful for any person to erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish, equip, use, occupy, or maintain any building or land or cause or permit the same to be done in violation of this code...

CHAPTER 1 Scope and Administration

Section 111 - Violations

111.1 Unlawful acts. ...where any building or parcel of land regulated by this code is being used contrary to this code, the code official shall be permitted to order such use discontinued and the structure, parcel of land, or portion thereof, vacated by notice served on any person causing such use to be continued...

CHAPTER 1
Scope and Administration
Questions?

CHAPTER 2 Definitions

CHAPTER 10 Sign Regulations

CHAPTER 10 Sign Regulations

Not in LACA but extremely important for regulation and enforcement of signs codes.

Reed vs Town of Gilbert, AZ 576 US 155

CHAPTER 10 Sign Regulations

Reed vs Town of Gilbert 576 US 155

Landmark United States Supreme Court case clarifying that municipal sign codes must be content neutral and can't impose different restrictions for different types of signs. The case also clarified the level of constitutional scrutiny that should be applied to content-based restrictions on speech.

Decided in November 2015

CHAPTER 10 Sign Regulations

Section 1001 - Purpose

1001.1 Purpose. The purpose of this chapter is to protect the safety and orderly development of the community through the regulation of signs and sign structures.

CHAPTER 10 Sign Regulations

Section 1002 - Definitions

1002.1 Definitions. Provides additional definitions not found in Chapter 2.

CHAPTER 10 Sign Regulations

Section 1003 - General Sign Types

1003.1 General and Figure 1003.1

Free Standing
Wall or Fascia
Roof
Projecting
Canopy

CHAPTER 10 Sign Regulations

Section 1004 - General Provisions

1004.1 Conformance to Codes. Any sign hereafter erected shall conform to the provisions of this ordinance and the provisions of the International Building Code and of any other ordinance or regulation within this jurisdiction.

CHAPTER 10 Sign Regulations

Section 1004 - General Provisions

1004.9 Nonconforming signs. Any sign legally existing at the time of the passage of this ordinance ... shall be considered to be a legal nonconforming ... and shall be permitted to continue ... until abandoned or removed ... subject to the following:

1. Alterations are permissible when they don't increase nonconformity.
2. If damaged/deteriorated to extent that repair/restoration does not exceed 50% of replacement cost of sign, it is permissible to repair/restore sign.
3. Signs that comply with either Item 1 or 2 need not be permitted.

CHAPTER 10 Sign Regulations

Section 1004 - General Provisions

1004.2 Signs in Rights-of-Way. Signs other than an official traffic sign or similar sign shall not be erected within 2 feet of the lines of any street, or within any public way, unless specifically authorized by other ordinances or regulations of this jurisdiction or by specific authorization of the code official.

1004.3 Projections over Public Ways. Signs projecting over public walkways shall be permitted ... subject to the projection/clearance limits ... or at a minimum height of 8 feet. Projections over vehicular access areas must conform to the minimum height clearance limitations imposed by the jurisdiction for such structures.

CHAPTER 10 Sign Regulations

Section 1004 - General Provisions

1004.7 Maintenance, Repair and Removal. Every sign permitted by this ordinance shall be kept in good condition and repair...

CHAPTER 10 Sign Regulations

Section 1004 - General Provisions

1004.7 Maintenance, Repair and Removal ... Where any sign becomes insecure ... or ...deemed unsafe by the code official ... or ... unlawfully installed ... or maintained in violation ... the owner ... shall, upon written notice by the code official forthwith in the case of immediate danger, and in any case within not more than 10 days ... make such sign conform ... or shall remove it.

CHAPTER 10 Sign Regulations

Section 1004 - General Provisions

1004.7 Maintenance, Repair and Removal ... If within 10 days the order is not complied with, the code official shall be permitted to remove or cause such sign to be removed at the expense of the owner and/or the user of the sign.

CHAPTER 10 Sign Regulations

Section 1005 – Exempt Signs

1005.1 Exempt signs. The following signs shall be exempt from the provisions of this chapter:

1. Official notices
2. Directional, warning or information signs authorized by federal, state or municipalities
3. Memorial plaques, building identification signs and building cornerstones
4. Government and noncommercial flags
5. Religious symbols and seasonal decorations
6. Art displayed by commercial enterprise where there is no commercial gain
7. Address signs that don't contain advertising and don't exceed 6 square ft

CHAPTER 10 Sign Regulations

Section 1006 - Exempt Signs

1005.1 Exempt signs. Signs shall not be exempt from Section 1004.4.

CHAPTER 10 Sign Regulations

Section 1006 - Prohibited Signs

1006.1 Prohibited signs. The following devices and locations shall be specifically prohibited:

1. Signs obstructing traffic sign, signal or device, or obstruct driver vision clearance
2. Signs encroaching/overhanging ROW or attached to utility pole, light pole, tree, etc...
3. Blinking, flashing, animated signs w/ appearance of traffic or municipal sign
4. Portable signs except as allowed for temporary signs.
5. Signs attached to, or placed on, a vehicle or trailer, except:
 - 5.1. primary purpose of vehicle/trailer is not display of signs
 - 5.2. signs are magnetic, decals or painted on vehicle or trailer
 - 5.3. The vehicle or trailer is operative
6. Vehicles and trailers used as static sign displays
7. Balloons, streamers, pinwheels used more than 20 days in any calendar year

CHAPTER 10 Sign Regulations

Section 1007 - Permits

1007.1 Permits required. Unless specifically exempted, a permit must be obtained from the code official for the erection and maintenance of all signs erected or maintained within this jurisdiction...

CHAPTER 10 Sign Regulations

Section 1008 - Specific Sign Requirements

- 1008.1.1 Wall Signs
- 1008.1.2 Free-Standing Signs
- 1008.2 Temporary Signs
 - 1008.2.2 Development and Construction Signs
 - 1008.2.3 Promotional Signs
 - 1008.2.4 Special Event Signs in Public Ways
 - 1008.2.5 Portable Signs
 - 1008.2.6 Political Signs

CHAPTER 10 Sample Questions

CHAPTER 10 Sample Question

A property owner is installing an on-premise free standing sign on a commercial property with 100 feet of frontage on a street with a 25 mph speed limit.

What is the maximum square footage of the sign?

What is the maximum height of the sign?

CHAPTER 10 Sample Question

A property owner wants to install a 330 square foot free-standing sign in an industrial zone on a street with a 65 mph speed limit. The property owner wants the sign to be as tall as possible.

What is the maximum height?

How much frontage is required?

CHAPTER 10 Sign Regulations

Section 1008.3 – Requirements for Specific Sign Types

- 1008.3.1 Canopy and Marquee Signs
- 1008.3.2 Awning Signs
- 1008.3.3 Projecting Signs
- 1008.3.4 Under Canopy Signs
- 1008.3.5 Roof Signs
- 1008.3.6 Window Signs
- 1008.3.7 Menu Boards

CHAPTER 10 Sign Regulations

Section 1009 - Signs for Development Complexes

1009.1 Master Sign Plan Required. Multiple-occupancy complexes such as shopping centers or planned industrial parks exceeding 8 acres shall submit a master sign plan establishing sign standards and criteria including:

- | | |
|--------------------------|---|
| <u>1.</u> Sign Locations | <u>5.</u> Size |
| <u>2.</u> Materials | <u>6.</u> Quantity |
| <u>3.</u> Illumination | <u>7.</u> Uniform standards for directional and informational signs |
| <u>4.</u> Design | |

CHAPTER 10 Sign Regulations

Section 1009 - Signs for Development Complexes

1009.3 Compliance with master sign plan. Applications for sign permits for signage within a multiple-occupancy development complex shall comply with the master sign plan.

CHAPTER 10 Sign Regulations Questions?

CHAPTER 3 Use Districts

CHAPTER 3 Use Districts

Section 301 - District Classifications

301.1 Classification. In order to classify, regulate and restrict the locations of uses and locations of buildings designated for specific areas ... property is hereby classified into districts as prescribed in this chapter.

- Agricultural Zones
- Residential Zones
- Commercial Zones & Commercial/Residential Zones
- Factory/Industrial Zones

CHAPTER 4 Agricultural Zones

CHAPTER 4 Agricultural Zones

Section 401 - Agricultural Zones Defined

401.1 Agricultural Zone

Division 1 Open spaces

Division 2 Agricultural uses

Division 3 Public parks and recreational uses such as amusement parks

CHAPTER 4 Agricultural Zones

TABLE 402.1
AGRICULTURAL (A) ZONE BULK REGULATIONS (In feet, unless noted otherwise)*

ZONE DIVISION	MINIMUM LOT AREA (acres)	MAXIMUM DENSITY (units/acre)	LOT DIMENSIONS		SETBACK REQUIREMENTS			MAXIMUM BUILDING HEIGHT*
			Minimum lot width	Minimum lot depth	Minimum front yard	Minimum side yard	Minimum rear yard	
1	20	1 dwelling unit/20 acres	600	600	30	15	60	35
2	10	1 dwelling unit/10 acres	400	400	30	15	60	35
3	5	1 dwelling unit/5 acres	250	250	30	15	60	35

For SI: 1 foot = 304.8 mm, 1 acre = 4047 m².

- a. Open spaces and parks can be of a reduced size, if approved.
- b. Access storage structures, windmills and similar structures shall be permitted to exceed the maximum height where approved by the code official.

CHAPTER 4 Agricultural Zones

For example, within an Agricultural Zone 2 there is a limit of one dwelling unit per 10 acres with a minimum lot area of 10 acres. Lot dimensions are required to be 400 feet wide by 400 feet deep minimum for this parcel of ground.

CHAPTER 5 Residential Zones

CHAPTER 5 Residential Zones

Section 501 - Residential Zones Defined

501.1 Residential Zone

Division 1 Single-family dwellings, parks, recreation centers, swimming pools, playgrounds, police and fire stations, libraries, schools, colleges public parking lots, private garages, accessory buildings, and temporary buildings.

Division 2 Any use permitted in R, Division 1 zones and two-family dwellings.

Division 3 All uses permitted in R, Division 2 zones, multiple-unit dwellings, such as apartment houses, boarding houses, condominiums and congregate residences .

CHAPTER 5 Residential Zones

TABLE 502.1
RESIDENTIAL (R) ZONE BULK REGULATIONS (in feet, unless noted otherwise)

DIVISION		MINIMUM LOT AREA/SITE (square feet)	MAXIMUM DENSITY (dwelling unit/acre)	LOT DIMENSIONS		SETBACK REQUIREMENTS			MAXIMUM BUILDING HEIGHT*
				Minimum lot width	Minimum lot depth	Minimum front yard	Minimum side yard	Minimum rear yard	
1	a	35,000	1	125	150	25	10	30	35
	b	20,000	2	100	125	20	10	25	35
	c	10,000	4	75	100	20	5	25	35
	d	6,000	6	60	90	15	5	20	35
2	a	10,000	4	60	70	20	5	20	35
	b	6,000	6	60	70	15	5	20	35
3	a	6,000	8	60	70	15	5	20	35
	b	6,000	12	60	70	15	5	20	35

For SI: 1 foot = 304.8 mm, 1 square foot = 0.0929 m², 1 acre = 4047 m².

a. Accessory towers, satellite dishes and similar structures shall be permitted to exceed the listed heights where approved by the code official.

CHAPTER 5 Sample Questions

CHAPTER 5 Sample Question

A property owner wants to construct a six-unit apartment building in a Residential Zone 2b property.

What is the minimum front yard setback required?

CHAPTER 5 Residential Zones

TABLE 502.1
RESIDENTIAL (R) ZONE BULK REGULATIONS (in feet, unless noted otherwise)

DIVISION	MINIMUM LOT AREA/SITE (square feet)	MAXIMUM DENSITY (dwelling unit/acre)	LOT DIMENSIONS		SETBACK REQUIREMENTS			MAXIMUM BUILDING HEIGHT*	
			Minimum lot width	Minimum lot depth	Minimum front yard	Minimum side yard	Minimum rear yard		
1	a	35,000	1	125	150	25	10	30	35
	b	20,000	2	100	125	20	10	25	35
	c	10,000	4	75	100	20	5	25	35
	d	6,000	6	60	90	15	5	20	35
2	a	10,000	4	60	70	20	5	20	35
	b	6,000	6	60	70	15	5	20	35
3	a	6,000	8	60	70	15	5	20	35
	b	6,000	12	60	70	15	5	20	35

For SI: 1 foot = 304.8 mm, 1 square foot = 0.0929 m², 1 acre = 4047 m².

a. Accessory towers, satellite dishes and similar structures shall be permitted to exceed the listed heights where approved by the code official.

CHAPTER 6

Commercial & Commercial/Residential Zones

CHAPTER 6 Commercial Zones

Section 601 - Commercial Zones Defined

C Zone

Division 1 Minor auto repair, gas stations, banks, convenience stores, grocery stores, day cares, libraries, funeral homes, police stations, fire stations, churches, restaurants

Division 2 Any uses permitted in C1, commercial, group care, fitness centers, rehab centers, schools, colleges

Division 3 Any uses permitted in C2, amusement centers, auto sales, building material sales, museums, wholesale and retail sales, medical, hotels and motels, printers and publishers, bars, theaters, self-storage

Division 4 Any uses permitted in C3, major auto repair, bakeries, plastic molding and assembly, small metal design, storage yards, wood manufacturing and finishing.

CHAPTER 6 Commercial Zones

Section 601 - Commercial Zones Defined

CR Zone

Division 1 Any use permitted in a C1, and residential use permitted, except in the story or basement abutting street grade.

Division 2 Any use permitted in a C2, and residential use permitted, except in the story or basement abutting street grade.

CHAPTER 6 Commercial Zones

COMMERCIAL (C) AND COMMERCIAL/RESIDENTIAL (CR) ZONES BULK REGULATIONS

(in feet, unless noted otherwise)

DIVISION	MINIMUM LOT AREA (square feet)	MAXIMUM DENSITY (units/acre)	LOT DIMENSIONS		SETBACK REQUIREMENTS			MAXIMUM BUILDING HEIGHT*
			Minimum lot width	Minimum lot depth	Minimum front yard	Minimum side yard	Minimum rear yard	
1	6,000	12	30	70	0	0	0	30
2	Not Applicable	Not Applicable	30	70	0	0	0	40
3	Not Applicable	Not Applicable	75	100	0	0	0	50
4	Not Applicable	Not Applicable	75	100	0	0	0	50

For SI: 1 foot = 304.8 mm, 1 square foot = 0.0929 m², 1 acre = 4047 m².

a. Accessory towers, satellite dishes and similar structures shall be permitted to exceed the listed heights where approved by the code official.

CHAPTER 7 Factory/Industrial Zones

CHAPTER 7 Factory/Industrial Zones

Section 701 – Factory/Industrial Zones Defined

701.1 FI zones

Division 1 Light-manufacturing, light industrial, warehouses, labs, distribution centers, woodworking shops, auto body shops, furniture assembly, dry cleaning, churches, machine shops, boat building, storage yards

Division 2 Any use permitted in the FI-1, stadiums, arenas, swap meets, breweries, fertilizer manufacturing, carpet manufacturing, monument works, recycling centers

Division 3 Any use permitted in the FI- 2, junk yards, alcohol manufacturing, cotton gins, paper manufacturing, quarries, salt works, petroleum refining, and similar uses

CHAPTER 7 Factory/Industrial Zones

TABLE 702.1
FACTORY/INDUSTRIAL (FI) ZONE BULK REGULATIONS

(in feet, unless noted otherwise)

DIVISION	MINIMUM LOT AREA(square feet)	MAXIMUM DENSITY(units/acre)	LOT DIMENSIONS		SETBACK REQUIREMENTS			MAXIMUM BUILDING HEIGHT*
			Minimum lot width	Minimum lot depth	Minimum front yard	Minimum side yard	Minimum rear yard	
1	Not Applicable	Not Applicable	50	75	0	0	0	60
2	Not Applicable	Not Applicable	75	100	0	0	0	80
3	Not Applicable	Not Applicable	100	150	0	0	0	80

For SI: 1 foot = 304.8 mm, 1 square foot = 0.0929 m², 1 acre = 4047 m².

a. Accessory towers, satellite dishes and similar structures shall be permitted to exceed the maximum height where approved by the code official.

CHAPTER 8 General Provisions

CHAPTER 8 General Provisions

Section 801 – Off-Street Parking

801.2 Parking Space Requirements. Minimum required spaces

801.2.2 Combination of Uses. Shall be the sum for each use

801.3 Parking Stall Dimension. 9 x 20 (know the exemptions!)

CHAPTER 8 General Provisions

Section 802 - Fence Heights

802.1 General. Fence and retaining wall heights in required yards

TABLE 802.1
MAXIMUM FENCE HEIGHTS

YARDS	HEIGHT (feet)
Front	3.5
Rear	6.0
Side	
Lot side	6.0
Street side	3.5

For SI: 1 foot = 304.8 mm.

CHAPTER 8 General Provisions

Section 803 - Accessory Buildings

Section 804 - Allowable Projections into Yards

Section 805 - Landscaping

Section 806 - Loading Spaces

Section 807 - Passageways

Section 808 - Essential Services

CHAPTER 9 Special Regulations

CHAPTER 9 Special Regulations

Section 201 - General Definitions

HOME OCCUPATION. The partial use of a home for commercial or nonresidential uses by a resident thereof, which is subordinate and incidental to the use of the dwelling for residential purposes.

CHAPTER 9 Special Regulations

Section 901 – Home Occupations

901.1 General. Home occupations shall be permitted in all zones, provided that the home occupation is clearly and obviously subordinate to the main use or dwelling unit for residential purposes. Home occupations shall be conducted wholly within the primary structure on the premises.

CHAPTER 9 Special Regulations

Section 901 - Home Occupations

901.2 Conditions.

1. Shall not exceed 15%
2. No more than one employee (not including family)
3. Inventory and supplies shall not exceed 50%
4. Nothing on exterior
5. Beauty and barber shops are Conditional Use
6. One customer at a time
7. Two parking spaces compliant with Chapter 8 (only one space needed if there are no employees)

CHAPTER 9 Special Regulations

Section 902 - Adult Uses

902.1 General. A conditional-use permit shall be obtained for all adult-use businesses.

CHAPTER 9 Special Regulations

Section 902 - Adult Uses

902.2 Provisions.

1. 1,000 foot setback from park, school, day care center, library, religious or cultural activity
2. 500 foot setback from other adult-use, agricultural zone, or residential zone
3. Measured in a straight line without regard to intervening structures, topography and zoning
4. Shall be located in FI zones and shall not be permitted as a home occupation

CHAPTER 12 Conditional Uses

CHAPTER 12 Conditional Uses

Section 202 - General Definitions

CONDITIONAL USE. A use that would become harmonious or compatible with neighboring uses through the application and maintenance of qualifying conditions.

CHAPTER 12 Conditional Uses

Section 305 - Conditional Uses

305.1 General. The principal objective of this zoning code is to provide for an orderly arrangement of compatible buildings and land uses ... To accomplish this objective, each type and kind of use is classified as **permitted** ... [and] **conditional uses** require particular considerations as to their proper location to adjacent, established or intended uses, or to the planned growth of the community. The conditions controlling the locations and operation of such special uses are established by the applicable sections of this code.

CHAPTER 12 Conditional Uses

Section 1201 - General

1201.1 Conditional Use Permit. A **permit shall be obtained** for certain uses, which would become harmonious or compatible with neighboring uses through the application and maintenance of qualifying conditions and located in specific locations within a zone, but shall not be allowed under the general conditions of the zone as stated in this code.

CHAPTER 12 Conditional Uses

Section 1202 - Applications

1202.1 Submittal. Conditional Use permit **applications** shall be submitted to the **code official** as provided in this code. Applications shall be accompanied by maps, drawings, statements or other documents in accordance with the provisions of Section 103.7.4. An appropriate fee shall be collected at the time of submittal as determined by the jurisdiction.

CHAPTER 12 Conditional Uses

Section 1203 - Public Hearing

1203.1 Hearing and action. Prior to the approval, amending or denial of a conditional use permit, a **public hearing shall be held** in accordance with the provisions of Section 111.1. Upon the completion of said public hearing, the commission or examiner shall render a decision within a time limit as required by law.

CHAPTER 12 Conditional Uses

Section 1203 - Public Hearing

1203.1 Hearing and action. Prior to the approval, amending or denial of a conditional use permit, a public hearing shall be held in accordance with the provisions of Section 111.1. Upon the completion of said public hearing, the commission or examiner shall render a decision within a time limit as required by law.

CHAPTER 12 Conditional Uses

Section 103 - Planning Commission

103.7 Duties and Powers. The duties and powers of the planning commission shall be:

103.7.4 Conditional Use Permits. It shall be the duty of the commission to review conditional-use permit applications.

CHAPTER 12 Conditional Uses

Section 1204 - Determination

1204.1 Authorization. The hearing examiner on appeal, shall have the authority to impose conditions and safeguards as deemed necessary to protect and enhance the health, safety and welfare of the surrounding area.

CHAPTER 12 Conditional Uses

Section 1205 - Expiration and Revocation

1205.1 General ...When such permit is abandoned or discontinued for a period of 1 year, it shall not be reestablished, unless authorized by the planning commission, hearing examiner or legislative body on appeal. A conditional-use permit shall be revoked where the applicant fails to comply with conditions imposed by the hearing examiner.

CHAPTER 12 Conditional Uses

Section 1206 - Amendments

1206.1 General. An amendment to an approved conditional-use permit shall be submitted to the code official accompanied by supporting information. The planning commission or hearing examiner shall review the amendment and shall be permitted to grant, deny or amend such amendment and impose conditions deemed necessary.

CHAPTER 12 Conditional Uses

Section 1207 - Review Criteria

1207.1 General. A request for a conditional use shall be approved, approved with conditions or denied. Each request for a conditional use approval shall be consistent with:

- | | |
|--|---|
| <u>1.</u> Consistent w/ Comp Plan | <u>6.</u> Environment impacts minimized |
| <u>2.</u> Compatible w/ adj properties | <u>7.</u> Traffic impacts minimized |
| <u>3.</u> Compatible w/ existing uses | <u>8.</u> Will not adversely affect public health, safety or welfare. |
| <u>4.</u> Adequate public facilities | |
| <u>5.</u> Uses & structures maintained | <u>9.</u> Compliant with code |

CHAPTER 13 Planned Unit Development

CHAPTER 13 Planned Unit Development

Section 202 - General Definitions

PLANNED UNIT DEVELOPMENT (PUD). A residential or commercial development guided by a total design plan in which one or more of the zoning or subdivision regulations, other than use regulations, shall be permitted to be waived or varied to allow flexibility and creativity in site and building design and location, in accordance with general guidelines.

CHAPTER 13 Planned Unit Development

Section 1301 - General

1301.1 Approval. Planned unit developments (PUDs) shall be allowed by planning commission approval in any zoning district. Such planned unit development permit shall not be granted unless such development will meet the use limitations of the zoning district in which it is located and meet the density and other limitations of such districts, except as such requirements may be lawfully modified as provided by this code.

CHAPTER 13 Planned Unit Development

Section 1302 - Conditions

1302.2 Uses. A planned unit development that will contain uses not permitted in the zoning district in which it is to be located will require a change of zoning district and shall be accompanied by an application for a zoning amendment, except that any residential use shall be considered to be a permitted use in a planned unit development, which allows residential uses and shall be governed by density, design and other requirements of the planned unit development permit.

CHAPTER 13 Planned Unit Development

Section 1302 - Conditions

1302.4 Design. The planning commission shall ... ensure that adjacent properties will not be adversely affected.

1302.4.1 Density ...shall in no case be more than 15 percent higher than allowed in the zoning district.

1302.4.2 Arrangement Where feasible, the least height and density of buildings and uses shall be arranged around the perimeter.

1302.4.3 Specific Regulations Area, width, yard, height, density and coverage regulations shall be determined by approval of the site development plan.

CHAPTER 13 Planned Unit Development

Section 1303 - Planning Commission Determination

1303.1 Considerations. The planning commission shall consider the following:

1. ... plans for a PUD shall be prepared by a designer or team of designers having professional competence in urban planning ...
2. It is not the intent ... [to] be so rigidly ... that individual initiative be stifled and substantial additional expense incurred; rather, it is the intent of this section that the control exercised be the minimum necessary to achieve the purpose of this section.
3. The planning commission shall be authorized to approve or disapprove an application for a PUD.

CHAPTER 13 Planned Unit Development

Section 1304 - Required Contributions

1304.1 General. The legislative body ... shall be permitted to require an applicant to make reasonable contributions including:

1. Park dedication
2. School dedication
3. ROW dedication
4. ROW construction
5. Installation of required traffic safety devices
6. Preservation of areas containing significant natural, environmental, historic, archeological or similar resources

CHAPTER 13 Planned Unit Development

Section 1304 - Planning Commission Determination

1305.1 Approval. The planning commission shall have the authority to require that the following conditions for a PUD be met by the applicant:

1. ... start construction within 1 year of either the approval of the project or of any necessary zoning district change, and intend to complete said construction, or approved stages thereof, within 4 years from the date construction begins.
2. That the development is planned as one complex land use rather than as an aggregation of individual and unrelated buildings and uses.

EXAM TIPS

Exam Tips

- Understand how much time you have to take the exam.
- Understand how much time you have for each question.
- Know how your reference materials are structured.
- Read carefully.
- If you don't know an answer, bookmark the question and come back.
- Try to leave time at the end for review.
- Don't pick the answer that applies in your own city if your city has not adopted the IZC.

Exam Tips

- If you don't pass, you're not a failure!
- If you do pass, keep challenging yourself and go for the CCEO, CCEA and MCEP designations!



2021 IZC Crash Course
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July 23, 2025

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American Association of Code Enforcement
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