



## Record Report for Administrative Appeal #BZA-26-0005

### Record Overview

**Record Number:** BZA-26-0005  
**Record Type:** Administrative Appeal  
**Record Status:** In Progress  
**Record Submitted At:** Friday September 18, 2026  
**Record Address:** 4168 UTICA ROAD, LEBANON 45036  
**Record Owner:** Jeff Palmer  
**Record Applicant:** J.P. Burleigh

### Form Submission

**Applicant is::** Other

**If Other, please explain:** Attorney

**Applicant:**

J.P. Burleigh  
Suder, LLC, 1502 Vine Street, Fourth Floor  
Cincinnati, OH 45202

SAN JUAN LLC  
4168 UTICA ROAD, LEBANON 45036

**Legal Description of Property or Metes and Bounds Description:**

Parcel 0922351013 10 acre parcel  
Parcel 0922351012 .21 acre parcel, access and address

**Current Use of the Property:**

Temporary housing pending construction of single-family dwelling

**Property fronts on the following roads::** 0922351013 Old Route 122, 0922351012 Utica Rd

**The property is presently zoned::** Open Space Rural Residence Zone "OSR-1", Residence Zone "R-1"

**The legal title to said property recorded in the name(s) of::** San Juan LLC

**Tax mailing address of individual(s) with whom the legal title to said property is recorded::** 4168 Utica Rd

**Reason(s) for the Application::**

See Notice of Appeal

**The applicant acknowledges reading the application. The applicant certifies that information herein along with all submitted documents are factual and correct. :** Yes

**The undersigned certifies that information herein along with all submitted exhibits are factual and correct.:**

SEP 18 2026  
CLEARCREEK TOWNSHIP  
ZONING DEPT.

AB

Signed in GovWell: Friday September 18, 2026, 3:31pm

SEP 18 2026  
CLEARCREEK TOWNSHIP  
ZONING DEPT.

IN THE BOARD OF ZONING APPEALS  
CLEARCREEK TOWNSHIP, OHIO

SAN JUAN LLC,

Appellant,

v.

JEFF PALMER, DIRECTOR OF  
PLANNING AND ZONING,

Appellee.

:  
: Case No. 26-BZA-005  
:  
:  
:  
:  
: NOTICE OF APPEAL  
: (SEPTEMBER 4, 2026 NOTICE OF  
: CODE VIOLATION)  
:

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CLEARCREEK TOWNSHIP  
ZONING DEPT.

Pursuant to Section 519.15 of the Ohio Revised Code and Section 21.01(H)(2) of the Clearcreek Township Zoning Code, San Juan LLC ("Appellant") hereby provides notice of an appeal to the Clearcreek Township Board of Zoning Appeals (the "BZA"). The decision at issue in this appeal (the "Decision") is the Notice of Code Violation issued by the Director of Planning and Zoning (the "Director") for the real property located at 4168 Utica Road, Warren County Auditor's Parcel Id. No. 0922351012 and 0922351013 (the "Property"). The Decision was issued on September 4, 2026 and is attached as **Exhibit A**.

Appellant is the owner of record of the Property and is directly aggrieved by the Decision. Appellant's grounds for appeal are that the Decision is unconstitutional, illegal, arbitrary, capricious, unreasonable, and unsupported by the preponderance of substantial, reliable, and probative evidence. Among other issues, the net effect of the Decision is to deny housing for three minor persons (children of Appellant's members) who are disabled under state and federal law. As disabled persons, these children are entitled to reasonable accommodations from general policies in order to

enjoy equal access to housing. R.C. 4112.02(H)(18)(a); 42 U.S.C. § 3604(f)(3)(B); 42 U.S.C. § 12182(b)(2)(A)(ii). And because zoning is a general public policy that affects housing access, the Township has an affirmative obligation to make reasonable accommodations for these disabled children in the administration of its zoning regulations. *See, e.g., Anderson v. City of Blue Ash*, 798 F.3d 338, 360 (6th Cir. 2015); *Howard v. City of Beavercreek*, 276 F.3d 802, 806 (6th Cir. 2002); *Smith & Lee Assocs. v. City of Taylor*, 102 F.3d 781, 795 (6th Cir. 1996); and *Marbrunak, Inc. v. City of Stow*, 974 F.2d 43, 45 (6th Cir. 1992). The Director abused his discretion in commencing zoning enforcement in contravention of applicable law, and the BZA should therefore reverse his Decision.

Appellant reserves the right to present argument, offer witnesses, and offer evidence in support of this appeal at a public hearing, so as to create a record for appeal to the Warren County Court of Common Pleas under R.C. 2506.03. Regardless of the outcome of this proceeding, Appellant also reserves the right to pursue damages against the Township in a separate action, as is permitted under R.C. 519.26.

Date: September 17, 2026

Respectfully submitted,

/s/ J.P. Burleigh

J.P. Burleigh (0101560)

SUDER, LLC

1502 Vine Street, Fourth Floor

Cincinnati, OH 45202

(513) 694-7500

jp@ssuder.com

*Counsel for Appellant San Juan LLC*

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**EXHIBIT A**

**Notice of Code Violation**

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CLEARCREEK TOWNSHIP  
ZONING DEPT.

7593 Bunnell Hill Road  
Springboro OH 46066



Clearcreek Township  
937-748-1267

#### **NOTICE OF CODE VIOLATION**

The Clearcreek Township Department of Zoning received a complaint, outlined below, at the property listed below.

We have visited your property, SEE ATTACHMENTS FOR ADDITIONAL SITE VISIT INFORMATION.

**CERTIFIED MAIL NUMBER:**  
9589071052703194069737

#### **Code Enforcement: Case**

Number: #CASE-26-0016  
Valid From: 9-04-2026  
Valid Until: 10-04-2026

Address: 4168 UTICA ROAD, LEBANON 45036  
Parcel: 0922351012

#### **Related Record Information**

Address: 4168 UTICA ROAD, LEBANON 45036  
Parcel Number: 092235012, 0922351013  
Account Number: 0106801, 0141543  
Zoning Classification: Residence Zone "R-1", Open Space Rural Residence Zone "OSR-1"

#### **Contacts**

| Type            | Name                        | Company      | Title | Email                 | Phone | Fax | Address                          |
|-----------------|-----------------------------|--------------|-------|-----------------------|-------|-----|----------------------------------|
| On Site Contact | Leonardo & Alissa Castaneda | -            | -     | SANJUAN2USA@gmail.com | -     | -   | -                                |
| Property Owner  | Leonardo Castaneda          | -            | -     | -                     | -     | -   | 4168 UTICA ROAD LEBANON OH 45036 |
| Tax Mailing     | Leonardo Castaneda          | San Juan LLC | -     | -                     | -     | -   | 4168 UTICA ROAD LEBANON OH 45036 |

#### **Case Information**

**Violation Type(s):**  
Expired Zoning Permit, Other

#### **Code Officer Notes:**

The original zoning permit was issued on September 3, 2024 for a single-family dwelling. The owner (Mr. Leonardo Castaneda) asked to live in the RV while they were building the house. Temporary housing is permitted under Section 5.14 of the Clearcreek Township Zoning Resolution. There is a requirement that the RV be connected to utilities. There is an expectation that a dwelling is under construction during that time. On August 13, 2025 the owner (Mr. Castaneda) requested the zoning permit and the temporary housing be extended until September 3, 2026. Mr. Jeff Palmer extended the permit. On August 19, 2026 Mr. Jandon Ankrom and Mr. Palmer made a site visit to affirm the status of construction. We documented that trenches have been dug for a foundation, but no foundation has been established. We spoke with the owners (Leonardo and Alissa Castaneda) and explained that their zoning permit was set to expire on September 3, 2026. Mr. Palmer explained that he could issue a new zoning permit for the dwelling but would not be able to issue a new zoning permit for the temporary housing. On August 31, 2026, the owners (Leonardo and Alissa Castaneda) came to Mr. Palmer's office and requested an extension to live in the RV. Mr. Palmer outlined that after discussing the issue with the Law Director, he was only able to issue a new permit for the dwelling and not issue a permit for the temporary housing. Mr. & Mrs. Castaneda stated that their architect will be submitting for all permits. Mr. Palmer outlined the need to vacate the RV and disconnect the RV from utilities no later than the expiration of the permit (September 3, 2026). Mr. Palmer will make a site visit to document activity on September 4, 2026; if the RV remains connected to utilities and/or is occupied, a 30 day notice of zoning violation would be issued. If the owners continue to live in the RV, Mr. Palmer will seek relief from the Common Pleas Court. Mr. Palmer informed them that he will also be seeking reimbursement for all legal fees.

**Due Date for Compliance:** October 4, 2026

#### **Code in Violation**

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**Chapter 5 – General Provisions - SEC. 5.03 - Residential Trailer Parking**

The placement of a house trailer, travel trailer or watercraft trailer, in any residential zone, shall be limited to a quantity of two (2), if stored outside of a structure. The trailer shall be parked in the side yard or rear yard of the dwelling unit. A gravel, concrete or asphalt area shall be established for such storage. No occupancy for human habitation shall be maintained or business conducted therein while such trailer is so parked or stored.

**Chapter 5 – General Provisions - 5.14 - Temporary Housing During Construction**

In the event of the new construction of a single family dwelling or if an existing single family dwelling is destroyed by a natural disaster, fire or other technological disaster a mobile home may be located on a lot to provide temporary housing during construction or reconstruction provided:

- A. A statement of conditions, which in the opinion of the Zoning Inspector constitutes a natural disaster, fire or other technological disaster, thus requiring the use of a mobile home, must be filed with the mobile home permit application.
- B. A building permit shall have been issued for construction of a single family dwelling on the same lot or tract of ground, and that actual construction has commenced before the mobile home is placed on the property.
- C. The mobile home shall be placed in a location approved by the Zoning Inspector which normally will be behind the dwelling unit building site. On a corner lot a screen shall be erected to hide the mobile home from the side street or streets.
- D. Before the mobile home is occupied, it shall be connected to the sewage disposal system required for the single family dwelling under construction.
- E. The electrical service to the mobile home shall meet the requirements of the Revised Building Code of Warren County, Ohio.
- F. The mobile home shall be securely anchored by deadmen or screw type anchors.
- G. A safe and substantial set of entrance steps of steel, wood or concrete shall be installed.
- H. The mobile home may be occupied for a period of six (6) months and an additional six (6) month period if the Clearcreek Township Zoning Inspector is satisfied that work is progressing and additional time is required for completion of the residence. At the discretion of the zoning inspector, this time could be extended.
- I. The mobile home must be vacated and removed within thirty (30) days after the residence is approved for occupancy or at the end of one (1) year, whichever occurs first. At the discretion of the Zoning Inspector this time could be extended.
- J. A deposit of \$250 shall be made with the Clearcreek Township Trustees. This deposit will be returned provided the mobile home is removed within the period specified in Item H above. The deposit may be used by the Clearcreek Township Trustees to defray the costs of removing the mobile home from the premises.

**Chapter 5.5 – Open Space Rural Residence Zone "OSR-1" Regulations - 5.52 - Permitted Uses**

A building or lot shall be used only for the following purposes:

- A. Single family dwellings.
  - B. Home occupation as described in Section 5.752 (B).
  - C. Community fire house as described in section 5.752 (C).
  - D. The sale of household goods, furnishings, clothing, toys, tools and books that have been used by members of the family occupying the premises may be advertised and sold on the premises, provided such sale is not held oftener than every six (6) months, for a period of three (3) days each sale; the items sold were not acquired for the sale.
  - E. Publicly owned or operated properties including parks, playgrounds and community centers.
  - F. Public forests and nature reserves including the usual buildings therefore.
  - G. Private forests and nature reserves, including the usual buildings therefore where parking spaces are limited to ten (10) vehicles.
  - H. Model homes as described in Section 5.752 (H).
- A temporary or permanent building for protection from the weather elements, shall be required for animals other than for two (2) dogs, which reside on parcels less than five (5) acres. This building shall be established as an accessory, and located in the rear yard and at least eighty-five (85) feet from every property line.

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ZONING DEPT

J. *Roadside Farm Market*, offering for sale agricultural products of which at least fifty percent (50%) of the gross income received from the market is derived from produce raised on farms owned or operated by the market operator in a normal crop year. Ample off-street or off-road parking space shall be provided to take care of all vehicles visiting the roadside farm market. Parking spaces are limited to ten (10) vehicles. See Chapter 16 and 28.

K. Accessory buildings defined as either temporary or permanent and uses customarily incidental to any permitted uses, provided the primary use or structure has been established or constructed on the same lot.

L. Signage in accordance with Chapter 28.

**Chapter 3 – Definitions - SEC. 3.72 - Trailer**

The word trailer shall include trailer coach, house trailer, mobile home, automobile trailer, camper, or any self-propelled vehicle constructed, reconstructed, or added to by means of accessories in such a manner as will permit the use and occupancy thereof for human habitation, storage, or conveyance of machinery, tools, or equipment whether resting on wheels, jacks, or other foundation and used or so constructed that it is or may be mounted on wheels or any similar transporting devices and used as a conveyance on highways and streets, but not including those vehicles that are attached to an automobile or truck for the sole purpose of transporting goods or farm animals.

Trailers shall not be considered buildings, dwellings, or structures for the purpose of the Zoning Code.

**It is the determination of the Clearcreek Township Zoning Department that the above described property is in violation of the referenced Section(s) of the Clearcreek Township Zoning Resolution. You are hereby directed to bring the referenced property into compliance within thirty (30) days from the date of this notice or legal prosecution will be instituted. Time extension granted beyond the thirty days will be based upon the improvement of the property situation.**

Compliance can be accomplished by:

1. Remove the trailer off site to comply with SEC. 5.52.

Or

2. Disconnect all utilities from trailer and relocate trailer to location away from utility hookups to comply with SEC 5.14 and SEC. 5.52. Cease occupancy of human habitation to comply with SEC. 5.03.

**Please contact me at your earliest convenience to discuss this matter. I can be reached at the details below:**

**Staff Phone:**  
(937) 748-1267, Option 1, Option 1

**Staff Email:**  
jpalmer@clearcreektownship.com



Jeff Palmer, Director of Planning and Zoning

9/04/26

Date

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CLEARCREEK TOWNSHIP  
ZONING DEPT



## Inspection Report for Application #11870

Address: 4168 UTICA ROAD, LEBANON 45036

Parcel: 0922351012

### Application Info

Application Number: 11870  
Application Type: Zoning Permit: Single  
Family Dwelling

### Inspector Info

Inspector Name: Jandon Ankrom  
Inspector Email: jankrom@clearcreektownship.com  
Inspector Title: Code Enforcement Officer

### Applicant Info

Applicant Name: San Juan LLC

### Inspection Info

Inspection Type: ZP: First Inspection  
Scheduled For: August 18, 2026  
Logged At: August 18, 2026, 12:01pm  
Started At: August 18, 2026, 12:00pm  
Ended At: August 18, 2026, 12:01pm

### Fields

Result:

**Zoning Permit: Expired**

General Comments:

Photos of site 8/18/26

Photo:



## Fields



## Fields



7593 Bunnell Hill Road  
Springboro OH 45066



Clearcreek Township  
937-748-1267

## Inspection Report for Case #CPLT-26-0050

Address: 4168 UTICA ROAD, LEBANON 45036

Parcel: 0922351012

### Case Info

Case Number: CPLT-26-0050  
Case Type: Complaint

### Inspector Info

Inspector Name: Jandon Ankrom  
Inspector Email: jankrom@clearcreektownship.com  
Inspector Title: Code Enforcement Officer

### Applicant Info

Applicant Name:

### Inspection Info

Inspection Type: Code: Initial Inspection  
Logged At: September 2, 2026, 12:43pm  
Started At: September 2, 2026, 12:39pm  
Ended At: September 2, 2026, 12:43pm

### Fields

Result:

#### Case: Violation Found

Comments:

Conducted site visit on 8/19/26 with Mr. Palmer. We documented the proposed location with photos and spoke with the homeowners. The owners mentioned an upcoming 10:00 AM meeting with Gary and noted that their blueprints were rejected by the county. They identified their builder as Dan and stated that the home is expected to be completed by Christmas. Mr. Palmer informed the owners that the original permit has already been extended and a new permit application will be required. Additionally, we notified the owners that they cannot continue residing in the camper on-site. Mr. Palmer is coordinating with the Law Director to address the ongoing occupancy issue.

Photo:

## Fields



## Fields





Search

Search by: Permit # 

Parcel Address: '4168 utica'

| PERMIT #  | PARCEL ADDRESS  | STATUS  | VIEW                                                                                     |
|----------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| 20253214                                                                                     | 4168 UTICA RD                                                                                      | Active                                                                                   |  View   |
| 20243517                                                                                     | 4168 UTICA RD                                                                                      | PLAN REVIEW                                                                              |  View   |
| 20242213                                                                                     | 4168 UTICA RD                                                                                      | Expired                                                                                  |  View |

[Back](#)

**Permit Information**

|                |             |               |                          |
|----------------|-------------|---------------|--------------------------|
| Permit Number: | 20253214    | Issued Date:  | 11/24/2025               |
| Description:   | TEMP POLE   | Jurisdiction: | Clearcreek               |
| Project Cost:  | 0           | Use Group:    | ELCO ELECTRICAL - COUNTY |
| Square Feet:   | 0           | FEES          |                          |
| Com/Res:       | Residential | Status:       | Active                   |

**Inspections**

|                            |                            |
|----------------------------|----------------------------|
| Temp Pole                  | Pass - MICHAEL WILKERSON   |
| Scheduled Date: 12/04/2025 | Completed Date: 12/04/2025 |

|                            |                              |
|----------------------------|------------------------------|
| Temp Pole                  | Canceled - MICHAEL WILKERSON |
| Scheduled Date: 11/25/2025 | Completed Date: 11/25/2025   |

**Fees**

|                          |                 |
|--------------------------|-----------------|
| Electric - Residential   | \$100.00 - Paid |
| Processing Fee:          | \$50.00 - Paid  |
| Service Release Upgrade: | \$50.00 - Paid  |
| 1% Surcharge             | \$1.50 - Paid   |

Total Fees: \$201.50

Amount Due: **\$0.00**

**Payments**

| Date:      | Amount:  | Type: | Paid By:           |
|------------|----------|-------|--------------------|
| 11/24/2025 | \$201.50 |       | ALISSA M CASTANEDA |

**Amount Paid: \$201.50**

**Uploaded Files**

0 files have been uploaded

Files

**Choose Files**

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Permit Information

|                |                    |               |                    |
|----------------|--------------------|---------------|--------------------|
| Permit Number: | 20243517           | Issued Date:  |                    |
| Description:   | SINGLE FAMILY HOME | Jurisdiction: | Clearcreek         |
| Project Cost:  | 300,000            | Use Group:    | C-1 - 1 FAMILY/RES |
| Square Feet:   | 3,760              | Status:       | PLAN REVIEW        |
| Com/Res:       | Residential        |               |                    |

Valuations

|                 |        |             |
|-----------------|--------|-------------|
| Attached Garage | 1260.0 | \$43066.80  |
| Habitable Space | 2500.0 | \$220075.00 |

Total Valuation: **\$263,141.80**

Letters

12/23/2024 - Need More Info [Print](#)

Uploaded Files

4 files have been uploaded

Files

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## Need More Info

### Warren County Building Inspection

406 JUSTICE DRIVE, ROOM 167

LEBANON, OHIO 45036

(513) 695-1290

[buildinginspection@warrencountyohio.gov](mailto:buildinginspection@warrencountyohio.gov)

Permit Number: 20243517



12/23/2024

SAN JUAN LLC

4168 UTICA RD

LEBANON, OH 45036

Building Permit: 20243517

Location: 4168 UTICA RD

To Whom It May Concern:

The Warren County Building Department requires the following information before the permit can be issued:

### MORE INFORMATION REQUIRED

PLEASE PROVIDE THE ADDRESS VERIFICATION FROM THE ENGINEER'S OFFICE, A WATER RELEASE AND THE PROPERTY OWNER ADDRESS INFORMATION.

Thank you,

WARREN COUNTY  
BUILDING INSPECTION

For any information needed, please always respond back to [buildinginspection@warrencountyohio.gov](mailto:buildinginspection@warrencountyohio.gov) to ensure a quick response.

IT WILL BE THE CUSTOMERS RESPONSIBILITY TO HAVE A COPY OF PLANS ON SITE AT ALL TIMES DURING CONSTRUCTION

[Back](#)

### Permit Information

|                |             |               |                          |
|----------------|-------------|---------------|--------------------------|
| Permit Number: | 20242213    | Issued Date:  | 08/01/2024               |
| Description:   | TEMP POLE   | Jurisdiction: | Clearcreek               |
| Project Cost:  | 1,500       | Use Group:    | ELCO ELECTRICAL - COUNTY |
| Square Feet:   | 0           |               | FEES                     |
| Com/Res:       | Residential | Status:       | Expired                  |

### Fees

|                          |                 |
|--------------------------|-----------------|
| Electric - Residential:  | \$100.00 - Paid |
| Processing Fee:          | \$50.00 - Paid  |
| Service Release Upgrade: | \$50.00 - Paid  |
| 1% Surcharge:            | \$150 - Paid    |

Total Fees: \$201.50

Amount Due: \$0.00

### Payments

| Date:      | Amount:  | Type: | Paid By:              |
|------------|----------|-------|-----------------------|
| 08/01/2024 | \$201.50 |       | LEONARDO<br>CASTANEDA |

Amount Paid: \$201.50

### Uploaded Files

1 file has been uploaded

Files

[Choose Files](#)

[Accessibility](#)

## Search

Search by:

Permit #



Search

Search

Parcel Address: '4168 utica'

Permit #: [20262393](#)

Parcel Address: 4168 UTICA ROAD

Status: Canceled

 [View](#)

Permit #: [20253214](#)

Parcel Address: 4168 UTICA ROAD

Status: Active

 [View](#)

Permit #: [20243517](#)

Parcel Address: 4168 UTICA ROAD

Status: Hold

 [View](#)

Permit #: [20242213](#)

Parcel Address: 4168 UTICA ROAD

Status: Expired

 [View](#)

[← Back](#)

## Permit Information

|                |                    |               |                    |
|----------------|--------------------|---------------|--------------------|
| Permit Number: | 20243517           | Issued Date:  | 09/04/2026         |
| Description:   | SINGLE FAMILY HOME | Jurisdiction: | Clearcreek         |
| Project Cost:  | 300.000            | Use Group:    | C-1 - 1 FAMILY/RES |
| Square Feet:   | 3,760              | Status:       | Hold               |
| Com/Res:       | Residential        |               |                    |

## Fees

|                           |                 |
|---------------------------|-----------------|
| Building - Residential:   | \$889.43 - Paid |
| Certificate of Occupancy: | \$100.00 - Paid |
| Electric - Residential:   | \$137.60 - Paid |
| HVAC - Residential:       | \$137.60 - Paid |
| Processing Fee:           | \$50.00 - Paid  |
| 1% Surcharge:             | \$11.65 - Paid  |

Total Fees: \$1,326.28

Amount Due: \$0.00

## Payments

| Date:      | Amount:    | Type: | Paid By:           |
|------------|------------|-------|--------------------|
| 09/04/2026 | \$1,326.28 |       | CASTANEDA/LEONARDO |

Amount Paid: \$1,326.28

## Valuations

|                 |        |             |
|-----------------|--------|-------------|
| Attached Garage | 1260.0 | \$43066.80  |
| Habitable Space | 2500.0 | \$220075.00 |

Total Valuation: \$263,141.80

## Letters

|                                        |                       |
|----------------------------------------|-----------------------|
| 09/16/2026 - Form Letter               | <a href="#">Print</a> |
| 09/04/2026 - Single Family Home Permit | <a href="#">Print</a> |
| 09/01/2026 - Permit is Ready           | <a href="#">Print</a> |
| 12/23/2024 - Need More Info            | <a href="#">Print</a> |

## Uploaded Files

10 files have been uploaded

Files

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## Permit is Ready

### Warren County Building Inspection

406 JUSTICE DRIVE, ROOM 167

LEBANON, OHIO 45036

(513) 695-1290

[buildinginspection@warrencountyohio.gov](mailto:buildinginspection@warrencountyohio.gov)

Permit Number: 20243517



09/01/2026

SAN JUAN LLC

4168 UTICA RD

LEBANON , OH 45036

**Re: Approved Plans Permit #20243517**

Your approved permit and plans are now ready.

### **Permit Total:**

Building Permit 20243517 \$0.00

### **To Make a Payment Online**

- [Click Here](#)
- Search by Existing Permit – (Search by Applicants Name or Address)
- Scroll down to Fees and Click on **Make a Payment**

Other payment options include: Check by Mail, Exact Cash or Credit Card.

Thank you,

Warren County Building Inspection

IT WILL BE THE CUSTOMERS RESPONSIBILITY TO HAVE A COPY OF PLANS ON SITE AT ALL TIMES  
DURING CONSTRUCTION.

**PLEASE NOTE: RECEIPT AND PLANS MAY TAKE 3 BUSINESS DAYS AFTER PAYMENT IS MADE. THANK  
YOU FOR YOUR PATIENCE.**

# Single Family Home Permit

**Warren County**

406 Justice Drive  
Lebanon, OH 45036  
513.695.1290



**Permit Number: 20243517**  
**Contractor Number: 2935363**

**Permit Type:** Building  
**Com/Res:** Residential  
**Description:** SINGLE FAMILY HOME

**Issued Date:** 09/04/2026  
**Site Address:** 4168 UTICA ROAD  
**City, State, Zip:** LEBANON , OH 45036

**Owner:** SAN JUAN LLC  
**Address:** 4168 UTICA RD  
**City, State, Zip:** LEBANON , OH 45036

**Phone:**  
**Email:**

| Fee                          | Amount   | Date Paid Receipt # | Paid By                       | Amount     |
|------------------------------|----------|---------------------|-------------------------------|------------|
| Building - Residential       | \$889.43 |                     |                               |            |
| Certificate of Occupancy     | \$100.00 | 09/04/2026          | 12902 CASTANEDA/LEONARDO      | \$1,326.28 |
| Electric - Residential       | \$137.60 |                     |                               |            |
| HVAC - Residential           | \$137.60 |                     |                               |            |
| Processing Fee               | \$50.00  |                     |                               |            |
| 1% Surcharge                 | \$11.65  |                     |                               |            |
| <b>Total Fee: \$1,326.28</b> |          |                     | <b>Total Paid: \$1,326.28</b> |            |

**To schedule an inspection call (513) 695-1290**

**To speak with your inspector call between 7:00am - 8:00am**

This Permit is issued subject to specific Zoning Restrictions adopted by Warren County, Ohio. Other deed restrictions may possibly apply and are the responsibility of the Applicant.

**MUST OBTAIN A SEPARATE PLUMBING PERMIT FROM THE HEALTH DEPT. (513) 695-1476 ALL PERMIT FEES DO NOT COVER UNLIMITED INSPECTION TRIPS.**

**IT WILL BE THE CUSTOMERS RESPONSIBILITY TO HAVE A COPY OF PLANS AND APPROVED PERMIT ON SITE AT ALL TIMES DURING CONSTRUCTION**

**CALL FOR INSPECTIONS AS FOLLOWS:**

1. Soil and footer forms before pouring concrete.
2. Crawl space if applicable. Slab inspection if applicable, walkouts or on grade homes.
3. Framing, electric, fireplace, and GAS LINE before insulation
4. Insulation before covering
5. Sump pump connection
6. Service Release
7. Final Building and Electric

- Have approved plans on job
- 24 hour notice for inspections
- 48 hour notice for re-inspections

Initials:      Date:

## PERMIT ON HOLD

**Warren County Building/Zoning**

406 JUSTICE DRIVE, ROOM 167

LEBANON, OHIO 45036

(513) 695-1290

[buildinginspection@warrencountyohio.gov](mailto:buildinginspection@warrencountyohio.gov)

[wczoning@warrencountyohio.gov](mailto:wczoning@warrencountyohio.gov)

**Permit Number: 20243517**



09/16/2026

SAN JUAN LLC

4168 UTICA RD

LEBANON , OH 45036

Building Permit: 20243517

Location: 4168 UTICA ROAD

To Whom It May Concern:

PLEASE BE ADVISED THAT YOUR PERMIT IS ON HOLD UNTIL A 2026  
CLEARCREEK ZONING APPROVAL HAS BEEN PROVIDED. PLEASE CONTACT  
CLEARCREEK ZONING DEPARTMENT FOR MORE INFORMATION. JEFF PALMER  
937-748-1267

Thank you,

WARREN COUNTY

BUILDING/ZONING DEPARTMENT



## Record Report for Zoning Permit: Single Family Dwelling #ZP-26-0253

### Record Overview

**Record Number:** ZP-26-0253

**Record Type:** Zoning Permit: Single Family Dwelling

**Record Status:** Issued

**Record Submitted At:** Thursday September 17, 2026

**Record Address:** 4168 UTICA ROAD, LEBANON 45036

**Record Owner:** Jeff Palmer

**Record Applicant User:** Gerald Noe

**Record Applicant Company:** Gerald Noe Jr Architects LLC

**Record Issued At:** Monday September 21, 2026, 8:26am

**Record Expiration Date:** Tuesday September 21, 2027

### Form Submission

**Applicant is::** Other

**If Other, please explain:** Architect

**Company Name:** Gerald Noe Jr Architects LLC

**Applicant:**

Gerald Noe

969 Reading Road

Suite C

Mason, OH 45040

gnoe@gnoearchitects.com, (513) 207-6987

SAN JUAN LLC

4168 UTICA ROAD, LEBANON 45036

**Zoning Classification:** Open Space Rural Residence Zone "OSR-1", Residence Zone "R-1"

**Additional Details Regarding Porches/Decks:**

New 1 story house with 2525 SF of space with 1122 Sf wrap around covered porch and 1241 SF attached garage.

**Legal Description:**

Parcel ID 0922351013 location of house, Parcel ID 0922351012 access drive and address location.

**Square footage of livable space:** 2525

**Minimum front yard setback from the structure to the lot frontage (boundary of a lot that is coincident and in common with the road right-of-way of a public street or road) (feet):** 883

**If a corner lot, minimum front yard setback from the structure to the lot frontage (boundary of a lot that is coincident and in common with the road right-of-way of a public street or road) for the Second Street (feet):** -

**Minimum side yard setback from the structure to the property line (feet):** 91

REVISIONS:

|   |                   |                |
|---|-------------------|----------------|
| 1 | ISSUED FOR PERMIT | 27 AUGUST 2024 |
| 2 | FOR BIDDING       | 27 AUGUST 2024 |
| 3 | FOR BIDDING       | 27 AUGUST 2024 |

SEAL

ARCHITECT

DATE

BY

FOR

PROJECT

"NEW SINGLE FAMILY RESIDENCE"  
ALISSA AND LEO CASTANEDA  
4168 UTICA ROAD  
LEBANON (WARREN COUNTY) OHIO 45036

GERALD NOE JR. ARCHITECTS, LLC

949 READING ROAD - SUITE "C"  
MASON, OHIO 45040  
CELL 513-207-8987

ARCHITECT

DATE

BY

FOR

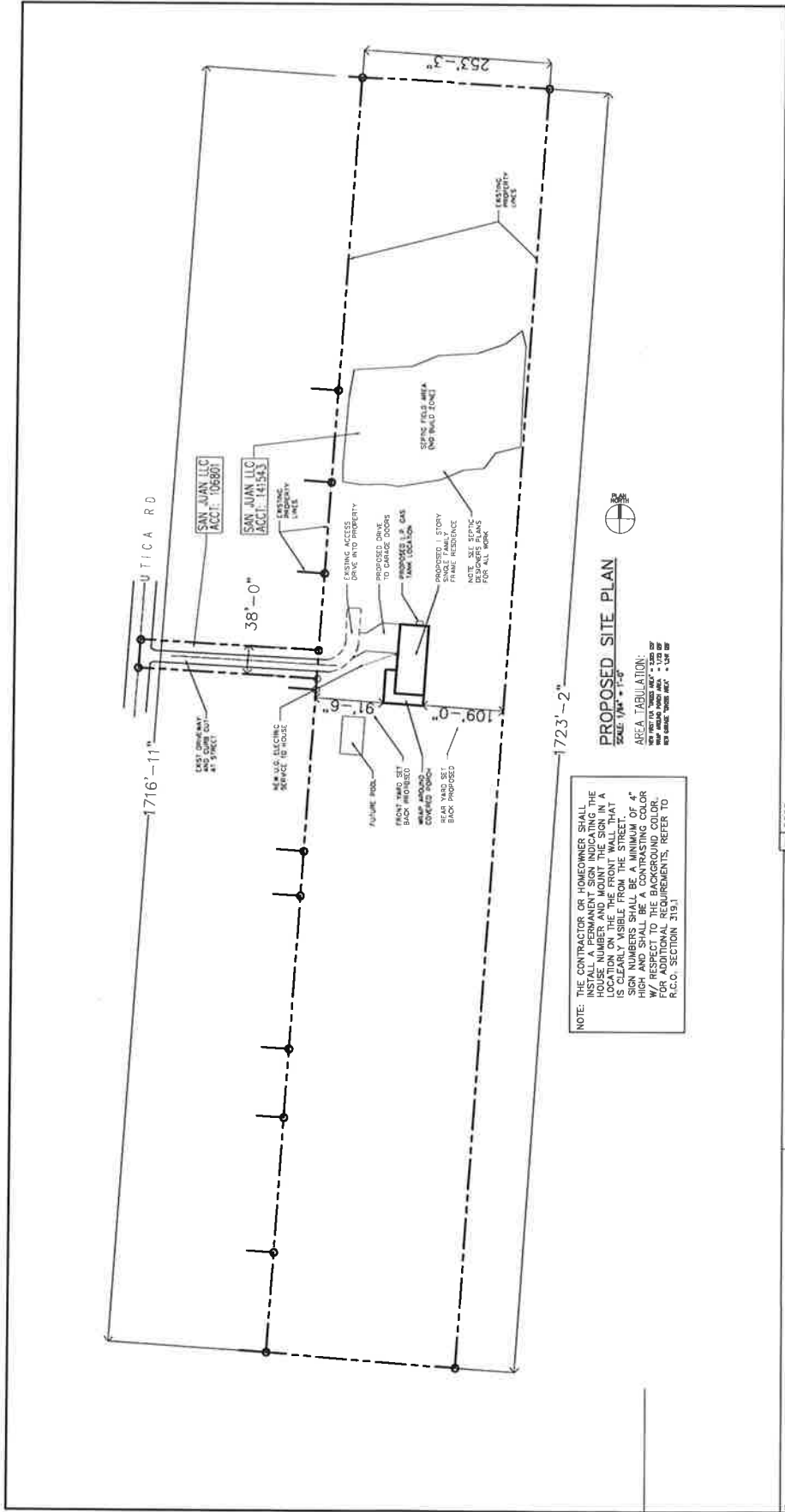
PROJECT

SHEET TITLE

SITE PLAN

SHEET NO.

2 of 9



| DOOR SCHEDULE |                 |       |      |       |          |        |         |            |            |
|---------------|-----------------|-------|------|-------|----------|--------|---------|------------|------------|
| NO.           | DOOR SIZE       | MATL. | TYPE | FRAME | HARDWARE | FINISH | REMARKS | DOOR TYPES | DOOR TYPES |
| 101           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 101        | 101        |
| 102           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 102        | 102        |
| 103           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 103        | 103        |
| 104           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 104        | 104        |
| 105           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 105        | 105        |
| 106           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 106        | 106        |
| 107           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 107        | 107        |
| 108           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 108        | 108        |
| 109           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 109        | 109        |
| 110           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 110        | 110        |
| 111           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 111        | 111        |
| 112           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 112        | 112        |
| 113           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 113        | 113        |
| 114           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 114        | 114        |
| 115           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 115        | 115        |
| 116           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 116        | 116        |
| 117           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 117        | 117        |
| 118           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 118        | 118        |
| 119           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 119        | 119        |
| 120           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 120        | 120        |
| 121           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 121        | 121        |
| 122           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 122        | 122        |
| 123           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 123        | 123        |
| 124           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 124        | 124        |
| 125           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 125        | 125        |
| 126           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 126        | 126        |
| 127           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 127        | 127        |
| 128           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 128        | 128        |
| 129           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 129        | 129        |
| 130           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 130        | 130        |
| 131           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 131        | 131        |
| 132           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 132        | 132        |
| 133           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 133        | 133        |
| 134           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 134        | 134        |
| 135           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 135        | 135        |
| 136           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 136        | 136        |
| 137           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 137        | 137        |
| 138           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 138        | 138        |
| 139           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 139        | 139        |
| 140           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 140        | 140        |
| 141           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 141        | 141        |
| 142           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 142        | 142        |
| 143           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 143        | 143        |
| 144           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 144        | 144        |
| 145           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 145        | 145        |
| 146           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 146        | 146        |
| 147           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 147        | 147        |
| 148           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 148        | 148        |
| 149           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 149        | 149        |
| 150           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 150        | 150        |
| 151           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 151        | 151        |
| 152           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 152        | 152        |
| 153           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 153        | 153        |
| 154           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 154        | 154        |
| 155           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 155        | 155        |
| 156           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 156        | 156        |
| 157           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 157        | 157        |
| 158           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 158        | 158        |
| 159           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 159        | 159        |
| 160           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 160        | 160        |
| 161           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 161        | 161        |
| 162           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 162        | 162        |
| 163           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 163        | 163        |
| 164           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 164        | 164        |
| 165           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 165        | 165        |
| 166           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 166        | 166        |
| 167           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 167        | 167        |
| 168           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 168        | 168        |
| 169           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 169        | 169        |
| 170           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 170        | 170        |
| 171           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 171        | 171        |
| 172           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 172        | 172        |
| 173           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 173        | 173        |
| 174           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 174        | 174        |
| 175           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 175        | 175        |
| 176           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 176        | 176        |
| 177           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 177        | 177        |
| 178           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 178        | 178        |
| 179           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 179        | 179        |
| 180           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 180        | 180        |
| 181           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 181        | 181        |
| 182           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 182        | 182        |
| 183           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 183        | 183        |
| 184           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 184        | 184        |
| 185           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 185        | 185        |
| 186           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 186        | 186        |
| 187           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 187        | 187        |
| 188           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 188        | 188        |
| 189           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 189        | 189        |
| 190           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 190        | 190        |
| 191           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 191        | 191        |
| 192           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 192        | 192        |
| 193           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 193        | 193        |
| 194           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 194        | 194        |
| 195           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 195        | 195        |
| 196           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 196        | 196        |
| 197           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 197        | 197        |
| 198           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 198        | 198        |
| 199           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 199        | 199        |
| 200           | 3'-0\" x 7'-0\" | W/    | SW   | W/    | SW       | W/     | SW      | 200        | 200        |



## Receipt #328 for Record #ZP-26-0253

### Billed To

Gerald Noe  
969 Reading Road Suite C, Mason, 45040

### Receipt Details

Invoice Number: #326  
Requested Date: September 18, 2026,  
10:07am  
Paid Date: September 20, 2026, 9:38pm  
Paid By: Alissa M castaneda

### Record Information

#### Submission Details

Applicant: Gerald Noe  
Record Type: Zoning Permit: Single Family Dwelling  
Applicant Company: Gerald Noe Jr Architects LLC  
Applicant Company Address: 969 Reading Road Suite C, Mason, 45040

#### Property Details

Address: 4168 UTICA ROAD, LEBANON 45036  
Parcel: 0922351012  
Property Owner: SAN JUAN LLC  
Property Owner Address: 4168 UTICA ROAD, LEBANON OH

### Fees

| Fee                     | Description | Explanation  | Total    |
|-------------------------|-------------|--------------|----------|
| Single-Family Residence |             | \$354.00 * 1 | \$354.00 |

Subtotal: \$354.00  
Processing Fee: \$12.39  
Total Paid: \$366.39  
Payment Method: Credit Card

Thank you for your payment.

7593 Bunnell Hill Road  
Springboro OH 45066



Clearcreek Township

937-748-1267

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**Planning & Zoning Applications: Zoning Permit: Single Family Dwelling**

Number: #ZP-26-0253

Address: 4168 UTICA ROAD, LEBANON 45036

Valid From: 9-21-2026

Parcel: 0922351012

Valid Until: 9-21-2027

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**Fees**

|                         |          |
|-------------------------|----------|
| Single-Family Residence | \$354.00 |
| Total                   | \$354.00 |

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**Applicant:**

Gerald Noe  
969 Reading Road  
Suite C  
Mason, OH 45040  
gnoe@gnoearchitects.com, (513) 207-6987

**Company Name:** Gerald Noe Jr Architects LLC

**Zoning Classification:** Open Space Rural Residence Zone "OSR-1", Residence Zone "R-1"

**Additional Details Regarding Porches/Decks:**

New 1 story house with 2525 SF of space with 1122 Sf wrap around covered porch and 1241 SF attached garage.

**Legal Description:**

Parcel ID 0922351013 location of house, Parcel ID 0922351012 access drive and address location.

It is hereby certified that the above use as shown on the plats and plans submitted, conforms with all applicable provisions of the Clearcreek Township Zoning Resolution. The issuance of this permit does not allow the violation of Clearcreek Township Zoning Resolutions or other governing Regulations.

The applicant is responsible for obtaining a building permit (if required) prior to commencing work. A zoning compliance letter will be sent to the above address, after compliance has been documented.

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Jeff Palmer, Director of Planning and Zoning

9/21/26

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Date