

# Expanded Housing Option Zoning Application Process

To pursue expanded housing option (EHO) development, applicants must first obtain zoning approval for a project. Zoning staff recommend scheduling an optional consultation meeting before submitting applications. **Contact:** [contactzoning@arlingtonva.us](mailto:contactzoning@arlingtonva.us)



## Create and submit a zoning application for expanded housing option development in Permit Arlington.

The application for an EHO permit must include floor plans, building elevations, existing and proposed plats of the property, as well as a survey of the building location, and landscaping and tree preservation plan.

1



## Zoning plan reviewers review the application. Applications are also reviewed by the Urban Forester in the Department of Parks and Recreation.

There are multiple levels of review, including one to determine whether all required materials and information have been submitted. Then, there is a compliance review, where application materials are reviewed for compliance with the Zoning Ordinance.

2



## If an application meets the provisions of the Zoning Ordinance, it will be approved by the Zoning Administrator.

This process may involve multiple rounds of review with an applicant. Legally, County staff cannot deny an EHO permit that meets all Zoning Ordinance requirements. If an application does not meet the provisions of the Zoning Ordinance, the application will not be approved.

3



## If the zoning application is approved by the Zoning Administrator, the applicant must also obtain a building permit prior to constructing the EHO.

Approval to build or construct the EHO requires a separate building permit review and approval process. A building permit cannot be issued before the EHO permit is approved and issued by the Zoning Administrator.

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# Expanded Housing Option Building & Permit Process

Following zoning approval, applicants must obtain a building permit prior to constructing the EHO. Inspection services staff recommend scheduling an optional ISD code consultation meeting before submitting applications. **Contact:** [arlcoisdpr@arlingtonva.us](mailto:arlcoisdpr@arlingtonva.us)



## Create and submit a building permit application in Permit Arlington.

Land disturbance, stormwater management, trade, and, in many cases, subdivision permits are also required.

1



## Inspection services, zoning, and Department of Environmental Services staff review the application.

There are multiple levels of review, including one to determine whether all required materials and information have been submitted. Then, a compliance review, where application materials are reviewed for compliance with the Virginia Uniform Statewide Building Code and other applicable codes and regulations.

2



## If an application meets the relevant codes and regulations, a building permit can be issued.

This process may involve multiple rounds of review with an applicant. If approved, a building permit will be issued by the Chief Building Official. Construction work cannot begin until permits have been issued and posted.

3



## Additional reviews and inspections are completed by inspection services, zoning, and Department of Environmental Services staff throughout building and construction.

Inspections are based on code and industry standards. Once reviewed and approved, a separate application process is required to obtain a Certificate of Occupancy (CO). The Zoning Administrator and Chief Building Official jointly issue the CO.

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