

# FLORENCE TOWNSHIP

## ZONING PERMIT APPLICATION

Dear applicant

Below is a listing of information required by current Florence Township Zoning Regulations needed to allow me to issue a Zoning Permit. In addition, the second page of this packet is to be completed. Please print legibly or type as you complete the application.

- 1.) A plot plan, which will clearly show the following:
  - a. Dimension of lot.
  - b. Dimensions of all existing and proposed structure(s) on lot.
  - c. Distances between all existing and proposed structure(s) on lot.
  - d. Distances to existing and proposed structure(s) from all property lines including road or street centerline.
  - e. Location and dimensions of existing or proposed septic system on lot.
- 2.) One copy of the plan(s) detailing exactly what is to be constructed.
- 3.) A photocopy of your deed.
- 4.) If the permit is to be for a new home or business, a copy of the Health Department Septic Permit. The Health Department can be reached at: 440.967.7359
- 5.) The proper fee shall accompany the application when filed. The fee schedule is included on page 3. Please make checks payable to Florence Township.

Should you have any additional questions, I am available:

- a. Tuesday nights, 7:00pm to 9:00pm, Saturday morning's 9:30am to Noon at the Florence Township Office, 1015 Chapel Street Birmingham, OH 44816
- b. By phone at: 440.742.0026, if I do not answer, please leave a brief message and I will return your call as promptly as possible.
- c. [flotwpzoning@centurytel.net](mailto:flotwpzoning@centurytel.net)

Sincerely,

Dave Gulyas  
Zoning Inspector  
Florence Township  
11015 Chapel St.  
P.O. Box 81  
Birmingham, OH 44816-0081

**FLORENCE TOWNSHIP TRUSTEES  
ZONING APPLICATION**

**11015 CHAPEL STREET  
P. O. BOX 81  
BIRMINGHAM, OHIO 44816  
PHONE: 440-965-5331  
FAX: 440-965-4093**

PERMIT # \_\_\_\_\_

DATE: \_\_\_\_\_

Phone/ \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Mobile \_\_\_\_\_

Present Address: \_\_\_\_\_  
(Street) (City/Town) (Zip)

**TYPE OF PERMIT APPLIED FOR:**

Home with attached Garage \_\_\_\_\_ Home only \_\_\_\_\_ Garage or Barn \_\_\_\_\_

Utility Building \_\_\_\_\_ Swimming Pool \_\_\_\_\_ Porch \_\_\_\_\_ Patio \_\_\_\_\_

Deck \_\_\_\_\_ Sign \_\_\_\_\_ Home Addition or Alternation \_\_\_\_\_ Demolition \_\_\_\_\_

Commercial \_\_\_\_\_ Industrial \_\_\_\_\_

Estimated value of construction \_\_\_\_\_

Total square feet (first floor) \_\_\_\_\_

Description of work to be done: \_\_\_\_\_  
\_\_\_\_\_

Proposed use of structure: \_\_\_\_\_

Address of work location: \_\_\_\_\_

Contractor's: \_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Street) (City/Town) (Zip) (Phone Number)

Applicant's Signature: \_\_\_\_\_

**NOTICE:** *The information given in this application shall also be shown on the accompanying drawings. This permit will become VOID one (1) year from date issued.*

# FLORENCE TOWNSHIP

P. O. Box 81  
11015 Chapel Street  
Birmingham, OH 44816-0081  
Voice: 440.965.5331  
Fax: 440.965.4093

## ZONING PERMIT FEE SCHEDULE

New Home and Garage	\$25.00 plus \$0.10 per square foot
New Garage	\$10.00 plus \$0.10 per square foot
Addition or Alteration (includes decks, porches, etc)	\$10.00 plus \$0.10 per square foot
Pools (110 square feet or more)	\$10.00 plus \$0.10 per square foot
Signs: six (6) square feet or less	\$20.00
Signs: over six (6) square feet	\$20.00 plus \$0.10 per square foot
Accessory (Utility) Building (less than 196 square feet)	\$10.00 plus \$0.10 per square foot (\$25.00 minimum)
Commercial or Industrial Building	\$150.00 plus \$10.00 per 1000 square feet (\$150.00 minimum)
Deed (lot) Split	\$25.00
Special Use Permit or Inspection	\$40.00
Recreational Farm Inspection	\$40.00
Crude Oil Storage and / or Transfer	\$40.00
Temporary Permit (signs, banners, tents, etc)	\$40.00
Application Fee, Zoning Board of Appeals (Conditional Use, Variance, Zoning Change, etc)	\$160.00
<b>Zoning Resolution Books</b>	
Township Residents (one per household)	FREE
Non-Residents (pick-up)	\$15.00
Non-Residents (mail)	\$25.00

### **NOTICE:**

**ALL PERMIT FEES ARE TO BE DOUBLED IF CONSTRUCTION IS STARTED  
PRIOR TO A PERMIT BEING ISSUED.**

**Permit(s) will become VOID one (1) year from date issued.**