

Kingston Township Zoning Office
9899 State Route 521
Sunbury, Ohio 43074
zoning@kingstontwp.org
740-524-0290
FAX 740-524-5304

NEW RESIDENT LETTER (UPDATED 09-05-08)

If you are a new property owner or resident, we would like to welcome you to Kingston Township. We have included some information to help acquaint you with the area and the building process.

For your information:

- Certified addresses, required for permits, are available through the Delaware County Map Room, Hayes Building, 140 N. Sandusky St. in Delaware. They may be contacted at 740-833-2450.
- All lot split reviews begin at the Delaware County Regional Planning Commission (DCRPC), 109 N. Sandusky St. in Delaware. Please contact Paul Deel at 740-833-2260.
- The Delaware County Auditor's website, www.co.delaware.oh.us/auditor, has an extensive map system where you can view property details such as school district, taxes, owners, zoning districts, etc., or call 740-833-2900 for information.
- Work within the Township Roadway Right-Of-Way requires a permit issued from Kingston Township. Application forms and procedures can be found on the Township Website at www.kingstontwp.org or by contacting Fiscal Officer Greg Roy at 740-524-8591. Driveway drainage pipe, culvert and bridge standards and permits for County Roadways are handled through the Delaware County Engineer's Office at 740-833-2400, and for State Routes through the Ohio Department of Transportation at 740-363-1251 or 1-800-372-7714.
- The Kingston Township Cemetery is located at the intersection of State Route 521 and Blue Church Road. For information concerning burial plots please contact Fiscal Officer Greg Roy at 740-524-8591.
- On-Site Sewage System approval is handled through the Delaware County Department of Health at 740-368-1700.
- Please contact the Delaware Soil and Water Conservation District at 740-368-1921 regarding ponds, wetlands, soil evaluation and drainage issues.
- Please contact Fred Fowler, County Floodplains Administrator, at 740-833-2201 regarding flood hazards and flood plain permits.
- Kingston Township's Zoning Resolution is available on-line at www.dcrpc.org; at the Township Website at www.kingstontwp.org including printable forms; at the Community Library in Sunbury; or you can purchase a hard copy of the 150 page document from the Zoning Office for \$25. The Township Comprehensive Plan is located on the Township Website.

- The majority of the township is zoned Farm Residence District (FR1) documented in Chapter 7. Chapter 7 also references Chapter 20 – General Development Standards.
- Zoning permits are handled by the Kingston Township Zoning Office at 9899 State Route 521, Sunbury, Ohio 43074. The Zoning Office Staff can be contacted at 740-524-0290. Building permits are handled through the Delaware County Code Compliance Department, 50 Channing St. in Delaware. They may be contacted at 740-833-2200.
- The Zoning Office is open Friday, 8 A.M. to Noon or by appointment. If your zoning application is complete, inspections, review, and an issuance of a zoning certificate normally take approximately one week to process.
- Kingston Township is served by both Big Walnut and Buckeye Valley School systems. Please be aware that Big Walnut and Buckeye Valley have income taxes in effect that you are required to report to your employer for withholding. Please contact Big Walnut at 740-965-3010 and Buckeye Valley at 740-369-8735.
- The area is served by the Del-Co Water Co. Inc. Please contact them at 740-548-7746 or 1-800-521-6779.
- Electric service is provided by Consolidated Electric Co-op. Please contact them at 1-800-421-5863.
- Phone service is provided by Embarq (telephone & high-speed internet) at 1-800-407-5411; Verizon (telephone & limited high-speed internet) at 1-800-483-4600; and Time Warner Cable (cable television, high-speed internet & telephone) at 1-800-934-4181. Please check to see which provider serves your area.
- For law enforcement, fire and medical emergencies dial 911. Law enforcement coverage is provided by the Delaware County Sheriff's Office. The administrative telephone number for the Sheriff Department is 740-833-2810.
- The Porter-Kingston Fire Department serves the Township with volunteer firemen, and Delaware County EMS Medic Unit 6 has 24-hour staffing; both are located in Olive Green near the edge of Porter and Kingston Townships. They may be contacted at 740-524-5050.
- The Township has an exclusive trash service agreement with Rumpke Refuse Service. You may contact them for pick-up at 1-800-828-8171. Pick up day is Thursday. Curbside recycling is currently not available; however, a recycling container for paper, glass and metal is located at the Township Maintenance Center, intersection of State Route 521 and Blue Church Road.
- The Township Trustees meet the first Monday of each month at 7:30 p.m. in the Township Hall, 9899 State Route 521 (corner of SR521 and Carter's Corner Rd.). Residents are encouraged to attend the meeting.
- The Kingston Township Zoning Commission meets the third Wednesday of the month at 7 p.m. at the Township Hall. Residents are encouraged to attend the meeting.

- Voter registration may be made thru Delaware County Board of Election at 740-833-2080. The polling location for Kingston Township is the Kilbourne United Methodist Church, 5591 State Route 521 in the Village of Kilbourne.
- Community Services Information is available by calling 211.
- The Township issues a newsletter every month that is available at no cost to all property owners and residents. If you are not on our mailing list, please call the Zoning Office at 740-524-0290 and advise if you would like a copy mailed to you or sent via e-mail. The newsletter is also posted on the Township Website. The newsletter informs you of the latest issues, road closings, and meetings that may be of interest to you.

If we can be of service or answer questions during your building process, please let us know. On behalf of the residents of Kingston Township the Trustees would like to welcome you to our community!

Dewy Akers
Chair

John Fink
Vice-Chair

Bill Shively
Executive Member

Bob Talbott
Zoning Inspector

Dave Stites
Zoning Secretary/Asst. Zoning Inspector