

FORM 1
APPLICATION FOR A ZONING CERTIFICATE
BURTON TOWNSHIP

Date: _____

The undersigned hereby applies for a zoning certificate for the following described use, said certificate to be issued by the township zoning inspector on the basis of the information contained within this application. The zoning inspector may request such additional information as may be necessary to ensure compliance with the zoning resolution.

THIS APPLICATION SHALL BE COMPLETED BY THE APPLICANT

A. Name of Applicant: _____

Address of Applicant: _____

Telephone Number of Applicant: _____

B. Name of Owner of Record: _____

Address of Owner of Record: _____

Telephone Number of Owner of Record: _____

C. Parcel Number and Address of the property the certificate is being applied for:

D. Provide a copy of the documentation as to authority to make application (e.g. deed, power of attorney, lease, or purchase agreement) if not the owner of the property in the application.

E. Provide a copy of the legal description for the property being applied for, as recorded with the Geauga County Recorder.

F. Is the lot within a platted and recorded subdivision or within an area of fifteen (15) or more contiguous recorded lots as approved by the County Planning Commission? [] Yes [] No

G. Current zoning district for property: _____

H. Provide a description of the existing use of the property prior to this application:

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I. Provide a description of the proposed use of the property after compliance with the requested certificate:

J. Provide a description of the intended use of any building or structure being applied for with this application:

Attach two (2) copies of a signed and dated proposed property site plan that contains the following information:

1. Indication of North for location purposes.
2. The dimensions (in feet) of all property lines and total acreage of the property.
3. The setback distance (in feet) of all existing buildings or structures on the property from the lot lines.
4. The dimensions (in feet) of all existing buildings or structures on the property associated with this request.
5. The dimensions (in feet) of all proposed alterations to existing buildings or structures or additional buildings or structures.
6. The total square footage of floor space and the square footage of each floor of all proposed and/or altered buildings or structures.
7. The setback distance (in feet) of all proposed alteration to an existing building or structure or the location of any additional building or structure from lot lines.
8. The height (in feet) of all existing and proposed buildings or structures on the lot, including alterations.
9. The name and location of existing roads, public and private, adjacent to the property.
10. The number of existing dwelling units on the property.
11. The location, dimensions (in feet), and number of parking spaces existing (if any) and proposed and the driveway(s).
12. The number of all additional dwelling units proposed for this property.

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- K. Provide a copy of the driveway culvert pipe permit issued by the appropriate governing authority.
- L. Provide documentation that the sewage treatment facility to serve the proposed use of the site has been approved by the appropriate governmental agency,
- M. Provide a copy of the approval letter of permit, as applicable, from the Geauga Soil and Water Conservation District concerning the storm water management and erosion control plans.

N. Is proposed building is to be Agricultural? Yes No.
Describe in detail, the proposed agricultural use and any incidental building(s) and structure(s) including their size (in square feet). _____

O. Provide the appropriate Application Fee.

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IF REQUEST IS FOR A COMMERCIAL or INDUSTRIAL USE INCLUDE THE FOLLOWING ON THE SITE PLAN:

- A. The location, number and dimensions (in feet) of all existing and/or proposed driveways and parking spaces.
- B. The location and dimensions (in feet) of all existing or proposed loading /unloading spaces.
- C. The location and dimensions (in feet) of all existing or proposed easements on the property.
- D. The location and description of all existing or proposed landscaping or buffer areas on the property.
- E. The existing and proposed topography of the property, at contour levels of two feet.
- F. The location of all exterior lighting fixtures, their maximum lumens and provide copies of documentation that they are or will be installed as full cutoff fixtures.
- G. The location and dimensions of all exterior displays, sales, or storage areas on the property.
- H. The location and dimensions of a fire protection pond and dry hydrant, if applicable.

IF SIGNAGE IS ASSOCIATED WITH THIS REQUEST PROVIDE THE FOLLOWING

- A. Attach two (2) copies of a drawing of the proposed signage (to scale) depicting the following information:
 - a. The dimensions of the lettering and the contents of the matter displayed on the signage.
 - b. The dimension (in feet) of the sign for length, width, depth and height.
 - c. The area of the sign (per face) in square feet.
 - d. Illumination method (if any) and lumens proposed for illumination of the sign.
- B. The location of the sign on the building or structure. If not located on a building or structure, the location of the sign on the yard indicating the dimensions (in feet) from the lot lines.

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I hereby certify that all of the information supplied in this application and any attachments thereto are true and correct to the best of my knowledge, information and belief. I hereby acknowledge that the penalty for falsification is imprisonment for not more than six (6) months, or a fine of not more than one thousand dollars (\$1,000.00), or both. I acknowledge that should an agricultural use, if applicable, cease and is not to be replaced with another agricultural use, any building(s) and structure(s) incidental thereto must be in compliance with the zoning regulations for the affected zoning district, and a zoning certificate shall be obtained.

I hereby consent to the inspection of the subject property and of any building or structures constructed thereon by the township zoning inspector at any time during construction and within thirty (30) days from the completion of any buildings or structures.

I acknowledge that if the construction or use described in the zoning certificate has not begun within six (6) months from the date of issuance or if said construction has not been completed within two (2) years from the date of issuance, the zoning certificate shall be revoked by the township zoning inspector.

In witness whereof, the undersigned hereunto set his/her/their hand(s) this ____ day of _____, 20__

By (Owner or legal representative)

Witness

Print Name

Print Name

State of Ohio

County of _____.

Before me, a notary public in and for said county and state personally appeared _____ who acknowledged that he/she/they did sign the foregoing instrument and that the same is his/her/their free act and deed for the purposes therein expressed, in witness whereof, I have hereunto set my hand and affixed my official seal at _____, _____, this ____ day of _____, 20 ____.

Notary Public

Seal

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----- FOR OFFICAL USE ONLY -----

APPLICATION NUMBER:

ZONING CERTIFICATE NUMBER:

DATE APPLICATION RECEIVED:

AMOUNT OF FEE PAID:

DATE OF ACTION ON APPLICATION:

DATE APPLICATION APPROVED:

DATE ZONING CERTIFICATE ISSUED:

DATE APPLICATION DISAPPROVED:

REASON FOR DISAPPROVAL OF APPLICATION:

BURTON TOWNSHIP ZONING RESOLUTION

SECTION: PARAGRAPH:

I do hereby acknowledge the receipt of this application for a Burton Township Zoning Certificate
this _____ day of _____, 20__

Signature of Township Zoning Inspector

Printed Name of Township Zoning Inspector