

Attention:

Attached is an application for a zoning permit. You may return your application, along with a site plan and payment to:

Fulton County
Regional Planning Commission
152 S. Fulton Street, Suite 100
Wauseon, OH 43567

Please make check payable to Chesterfield Township.

ZONING FEES

House.....	\$35.00
Commercial/Industrial Buildings	\$60.00
(Plus \$2.00 per 1,000 sq. ft.)	
Accessory Building & Pond	\$25.00
Additions	\$25.00
Home Occupation.....	\$20.00
Conditional Use Permit	\$40.00
Appeal or Variance.....	\$40.00
District Change.....	\$75.00

If you have any questions, feel free to contact the Regional Planning Commission office at 419-337-9214.

Driveway Requirements

For New Home Construction or a New Lot without an existing driveway, the applicant **MUST** contact a Township Trustee to schedule a site review. No permit is required and no charge assessed.

Trustees

- Paul Holman: 419-452-6944
- Jim Stubbins: 419-337-5333
- Clark Emmons:419-466-4471

Policy for Mailbox Replacement

For new construction or a new lot, place mailbox 6 feet off the edge of the road. The Township will furnish stone for the 6 feet between the edge of the road and the mailbox only at the time the mailbox is installed. The resident will maintain the 6 foot area or approach between the edge of the road and the mailbox thereafter. (10/7/1996 meeting minutes, revised 11/3/2008)

Policy on Concrete Driveways

Resolution: Be it resolved that homeowners pouring concrete driveways **MUST** pour below road level. Edges should be rounded so that the snow plow does not catch them. After the pour is complete, the driveway must be inspected by a Trustee. **If the driveway is found to above the road level, concrete must be corrected at the owner's expense.** (10/7/1996 meeting minutes, revised 11/3/2008)

Chesterfield Township
Telephone: 419-452-6512

CHESTERFIELD TOWNSHIP ZONING PERMIT APPLICATION

FULTON COUNTY, OHIO

Application # _____

If you are applying for a zoning permit which requires a new septic system and/or well, you must first obtain a septic and well permit from the Health Department. The application is required, in addition to the information requested on this form, to submit plans showing the actual dimensions and shape of the lot, exact sizes and locations of existing buildings on the lot, and the location and dimensions of the proposed buildings or alterations. Property lines and proposed building(s) must be staked out and an address sign must be posted on the property. This permit shall be void if work is not started within one year or completed within one year.

Name of Owner: _____ Phone #: (home) _____

Phone #: (business) _____

Email: _____

Owner Address: _____

Address Where Construction Will Occur: _____

(✓) Type of Permit: Addition _____ Accessory Building _____ Commercial _____
Other _____ Residential _____ # of Residential Units _____ Industrial _____

If the proposed use is commercial or industrial, enclose a detailed description of the nature of the business & site plan.

(✓) Type of Sewage System: Public _____ Private _____ Permit # _____

(✓) Source of Water Supply: Public _____ Private _____ Permit # _____

Lot Size: Width _____ Depth _____ Lot Area _____ # of Acres _____

Setbacks: Front Yard _____ Rear Yard _____ Side Yard _____ Side Yard _____

(The front yard setback is measured from the road right-of-way line.)

Is this a parcel split? _____ If so, have you obtained lot split approval from the county? _____

Lot Split Application # _____

Square Footage of Proposed Building: _____ Dimensions of Accessory Building: _____

Building Height: Stories _____ Feet _____

(✓) Road Type: County: _____ Township: _____ State Highway: _____

If you are constructing a new access to a township road, you must first obtain approval from the township. See attached information.

Driveway Plan Approval: _____ Date: _____

Chesterfield Twp. Trustee Signature

If your property is on a County Road or State Highway, a separate permit is required.

Is development more than 30 feet from a ditch or stream? Yes _____ No _____

If no, how many feet from water body? _____

Is property known to be in the 100 year flood plain? Yes _____ No _____

Is property in a wetland, as designated on the wetland map? Yes _____ No _____

Do you have a wetland permit? Yes _____ No _____

Estimated Cost of Construction: \$ _____

The undersigned hereby applies for a Zoning Permit, to be issued on the basis of the representations contained herein, all of which applicant swears to be true.

Signature of Applicant

POND PERMIT REQUIREMENTS

Basic Plan Requirements

- ❑ A Development or Zoning Permit application for a pond must accompany the pond plan. The application must provide the name, address, and phone number of the landowner, the contractor and the party who should be informed of progress on the review of the application, for example the landowner, contractor, attorney, architect or engineer. If used as a water supply, ponds require a special water supply permit issued by the Fulton County Health Department in addition to the appropriate development of zoning permit.
- ❑ A copy of the survey of the parcel upon which the pond is being constructed should accompany the pond plan. If a survey is not available then a copy of the quarter section plat where the parcel is located can be provided.
- ❑ The pond plan must indicate the scale of the drawing. Select the scale of the drawing carefully to fit all the necessary information on a single plan sheet. Plans may be submitted on any size plan sheet ranging from 8½” x 11” to 24” x 36”. If necessary use additional sheets. Be sure to draw plans as accurately as possible. The Engineer’s Office may require additional information to evaluate the project.
- ❑ The pond plan must have the north arrow pointing toward the top of the drawing or to the left side of the drawing, preferably toward the top.
- ❑ The pond plan must show the location, elevation and description project benchmarks.
- ❑ If the proposed pond is to be located in a flood plain, a copy of the Flood Plain Permit issued by the Fulton County Planning Director must accompany the pond plan.
- ❑ If the pond spoil is to be hauled away from the site a copy of the Haul Route Permit issued by the Fulton County Engineer must accompany the pond plan. In certain circumstances removal of spoil materials may be considered a mining operation and may require special state, county and township permits. Issuance of a Fulton County Pond Permit does not constitute approval of a mining operation and does not absolve the landowner or contractor of their obligation to obtain the necessary mining permits for the removal of spoils from a pond site.
- ❑ If wetlands are impacted by the pond construction or the disposal of spoils, an OEPA 401 Permit and U.S. Army Corps of Engineers 404 Permit may be required and should be submitted with the pond plan. Issuance of a Fulton County Pond Permit does not absolve the landowner from obtaining 401 and 404 Permits if required.
- ❑ The proposed alteration of ditches, drains or watercourses requires a permit issued by the County Engineer. An OEPA 401 Permit and a U.S. Army Corps of Engineers 404 Permit may also be required and should be submitted with the pond plan. Issuance of a Fulton County Pond Permit in this circumstance does not absolve the landowner from obtaining 401 and 404 Permits if required.
- ❑ Any permits named above that are issued by the County Engineer or the County Planning Director can be considered simultaneously with the pond permit. The number of additional permits required may, however, influence the time it takes to process the pond permit application by the Engineer’s Office.
- ❑ The pond plan must show all ditches, creeks, tile outlets, wetlands, flood plains and other natural features that that may affect the development of the property.
- ❑ Pond plans are required to show the pond setback distance from the proposed road rights-of-way set forth in the Access Management Plan for Fulton County.
 - *Minimum setback distance is 75 ft. from the proposed highway right-of-way..*

- ❑ Plans must show the setback distance of the proposed pond from property lines.
 - *Minimum setback distance from property lines to a pond is 30 feet for recreational ponds*
 - *Minimum setback distance from property lines to a pond is 50 feet for water supply ponds*
- ❑ Pond plans must depict the locations of all buildings on, and adjacent to the parcel, and must provide the distances between the proposed pond and those buildings.
 - *Minimum offset distance from buildings to a pond in a clay soil is 30 feet*
 - *Minimum offset distance from buildings to a pond in a sandy soil is 50 feet with rip rap placed to protect the slope nearest the building*
- ❑ The pond plan must show the location of wells and septic systems on, and adjacent to the parcel, and must show the distances between the proposed pond and the wells and septic systems.
 - *Minimum offset distance from wells and leach fields to a pond in clay soils or where a compacted clay blanket or core trench is installed is 50 feet*
 - *Minimum offset distance from wells and leach fields to water table ponds in sandy soils without a core trench is 100 feet but a 200 foot offset is recommended*
- ❑ The plans must show the location and setback distance from open ditches and watercourses on or adjacent to the site.
 - *Minimum distance from a pond to the top of a ditch bank is 30 feet*
 - *The setback distance from a pond to open ditches along any road must be at least 80 feet unless otherwise delineated by the County Engineer*
- ❑ The location and the general dimensions of all spoil piles and the setback distances of spoil piles from ditches, watercourses, rights-of-way and property lines are required on the pond plan.
 - *Minimum distance from the toe of any spoil pile to the top of open ditch banks is 30 feet*
 - *The minimum distance from the toe of any spoil pile to property lines is 10 feet*
 - *Spoil can not be placed within proposed highway rights-of-way without a permit to occupy the right-of-way issued by the County Engineer or the Township*
- ❑ Pond plans must include a finish surface-grading plan depicting how the site will surface drain after pond construction and deposition of spoil.
- ❑ The pond plan will show the location and offset distance from any tiles crossing the parcel
 - *Minimum distance between a pond and any drainage tile is 30 feet*
 - *Tiles to be removed, capped or relocated to complete pond construction must be shown on the pond plan*
- ❑ All ponds must have a controlled overflow or emergency spillway to safely handle excess water. Overflow from the pond must be safely discharged, away from any structures used for human occupancy, into a properly sized and well-maintained drainage outlet in such a manner that it does not damage adjacent rights-of-way or adjoining property.
- ❑ If natural waterways are to be altered or affected in any way provisions must be made so as not to back up water or create drainage problems for upstream and adjacent landowners.
- ❑ In addition to notifying the Ohio Utility Protection Service (OUPS) at 1-800-362-2764, the contractor must notify the Engineer's Office at 419-335-3816 or the Planning Office at 419-337-9214 at least 48 hours prior to commencing work. The contractor is also responsible for proper traffic control at the site and must keep all pavement surfaces clean and free of mud and debris.

POND PERMIT CHESTERFIELD TOWNSHIP

Landowner: _____ Contractor: _____

Address: _____ Address: _____

Phone: _____ Phone: _____

Contact person: _____

Name Address Phone

Pond location: _____

Address Town-Range-Section and Township

Parcel information: _____

Parcel No. Parcel Description Acres

Pond Data: (Check or fill in all that apply)

Pond Use: Water Supply _____ Recreational _____ Mining _____

Borrow pit _____ Animal waste _____ Wetland _____

Livestock water _____ Fire Protection _____ Storm water _____

Location: House Lot _____ Farmstead _____ Farmland _____

Floodplain _____ Wetland _____ Woods _____

Soil Type(s): _____

Clay _____ Loam _____ Sand over clay _____ Deep Sand _____

Pond Type:

Excavated: _____ Embankment: _____ Water table: _____ Clay lined: _____

Initial pond water supply source: _____

Pond Size:

Length: _____ Ave. Width: _____ Surface Area: _____ Depth: _____

Drainage Area to Pond: _____ Pond Capacity: _____ Spillway Capacity: _____

Pond overflow outlet directed to: _____ Site Area: _____

Excavation / Embankment:

Excavation Quantity: _____ Embankment Quantity: _____

Spoil Piled: _____ Spoil Hauled: _____ Spoil Quantity: _____

Spoil Disposal Location: _____

Setbacks / Offsets:

Right-of-way: _____ Center of Highway: _____ Nearest Property Line: _____ Nearest Building: _____

Well: _____ Septic System: _____ Ditch: _____ Tile: _____ Wetland: _____

Floodplain: _____ Spoil to R/W: _____ Spoil to PL: _____ Spoil to Ditch: _____

Other Permits:

Water Supply: _____ Floodplain: _____ Haul Route: _____ Alter Ditch: _____ OEPA 401: _____

COE 404: _____

Construction Activity:

When is construction scheduled to begin? _____

When is construction scheduled to end? _____

Signature of applicant: _____

Attach Sketch