

The Village of Hartville

202 WEST MAPLE
PO BOX 760
HARTVILLE, OHIO 44632-0760
(330) 877-9222

June 5, 2007

RE: Procedures for Permit Applications

The following must be completed when applicants are applying for permits;

1. All information must be completed in all blanks when asked for;
2. Description section must be filled out completely;
3. A neat drawing must be attached to the application.

Missing information that is needed for approval of permit will not be approved and will be returned to applicant causing a delay of any type of construction.

Zoning Inspector

**PLEASE NOTE: VILLAGE OFFICE HOURS ARE MONDAY THRU FRIDAY 8:00 A.M. TO 5:00 P.M.
WITH THE EXCEPTION OF THURSDAYS 8:00 A.M. TO NOON.**

ZONING PERMIT PROCEDURE

A ZONING PERMIT NEEDS TO BE ISSUED FOR A NEW HOME, TWINPLEX, DUPLEX, STORAGE SHED, DECK, GARAGE ADDITION, ROOM ADDITION, FENCE, ABOVE GROUND POOL AND IN-GROUND POOL. (OUTSIDE STRUCTURES ONLY)

THE FEE FOR THIS PERMIT IS AS FOLLOWS:

Single Family Dwelling	\$ 75.00	\$0.06 per sq. ft.
Two & Three Family (per unit)	\$ 80.00	\$0.06 per sq. ft.
(Ex: 4 units x \$75 = \$300 - 6400 sq ft x \$0.06 = \$384 + \$300 = \$684.00)		
Residential Additions, Alterations Structures <u>(Decks)</u> & Attached Garages	\$ 35.00	\$0.06 per sq. ft.
Accessory Buildings <u>(Detached Garages/Sheds)</u>	\$ 35.00	\$0.06 per sq. ft.
Fences / Tents / Pools	\$ 50.00	
Permits not listed (Chickens)	\$ 50.00	
Zoning Ordinance	\$ 15.00	
Zoning Map	\$ 5.00	
New Business Permit	\$ 75.00	
Relocation Fee for Business	\$ 25.00	
New or Expansion Commercial Construction	\$ 75.00	\$0.06 per sq. ft.
Plan Review Fee	\$200.00	

SIGN PERMIT INFORMATION

Costs are as follows:

50 sq. ft. or less	\$ 50.00
50 to 99 sq. ft	\$ 85.00
100 sq. ft. or over	\$150.00
Off-remises sign	\$200.00
Home occupation sign	\$ 25.00
Subdivision sign (perm)	\$ 40.00
Sandwich/menu boards	\$ 25.00

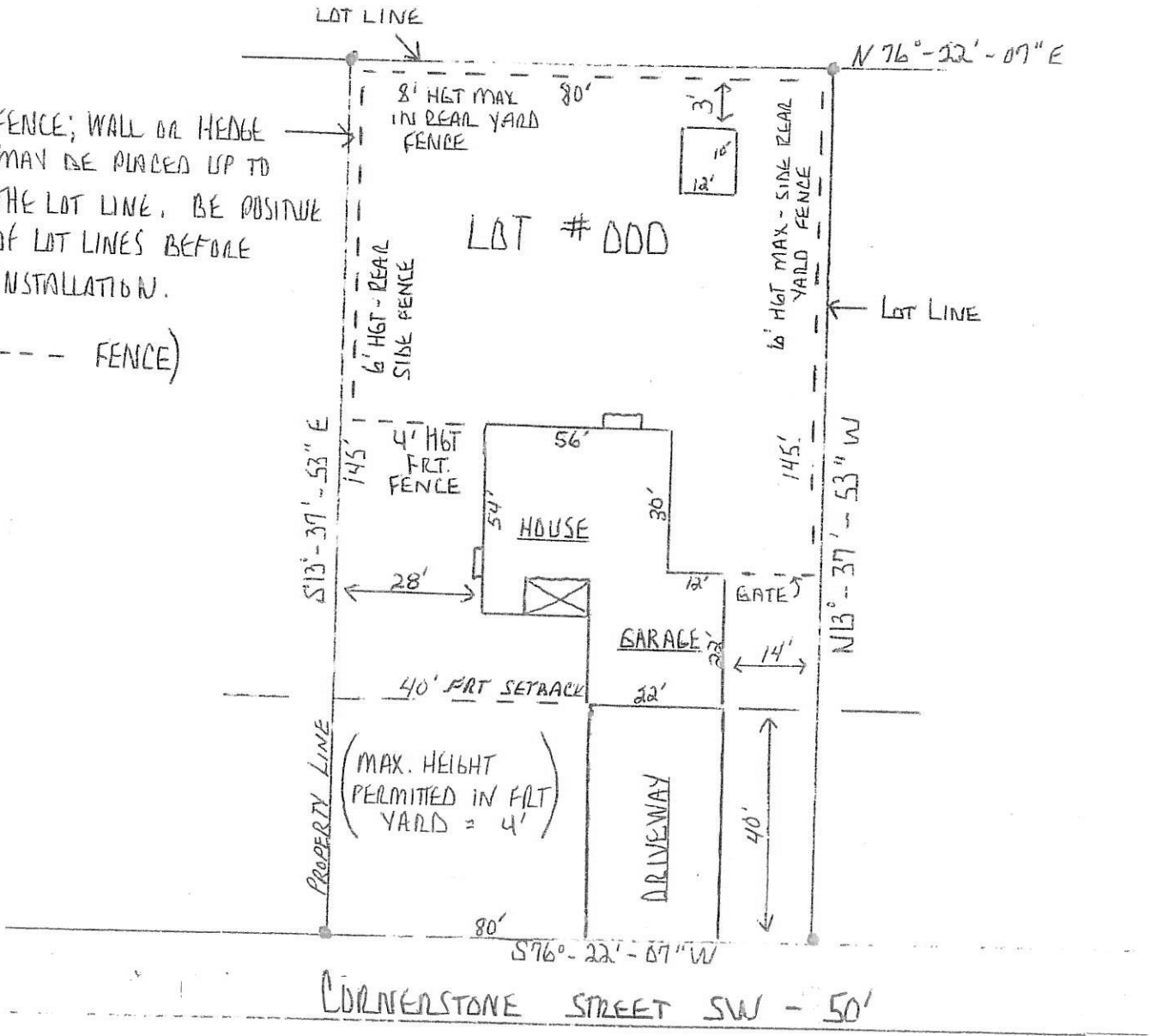
Two (2) drawings of the sign are needed – one showing the positioning on the property and one (1) of the side view of the sign with wording, indicating if it's on a building, pole, temporary or ground.

SAMPLE SITE PLAN



NOTE: FENCE; WALL OR HEDGE
MAY BE PLACED UP TO
THE LOT LINE. BE POSITIVE
OF LOT LINES BEFORE
INSTALLATION.

(----- FENCE)



* ZONING PERMIT REQUIRED
WITH SITE PLAN