

**CONCORD TOWNSHIP
DELAWARE COUNTY, OHIO**

**APPLICATION
BOARD OF ZONING APPEALS**

FEE: \$ 600.00

Note: The initial application fee covers one meeting only.
If the applicant requests tabling, there may be associated
fees for rescheduling.

PURPOSE: _____

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

SUBMITTAL REQUIREMENTS – The following must be submitted with the correct application fee:

One (1) completed application form, signed by property owner or lessee; AND arrange the following into ten (10) packets:

- ☐ Current list of all property owners (with complete, current mailing addresses) within 200 feet of exterior boundaries of the land for which is requested: AND
- ☐ Plot plan of subject property showing the proposed location of the structure or change (all drawings must be to scale and must be folded to fit into legal size folder); AND
- ☐ Any other supporting documentation in regard to this application
- ☐ Vicinity Map and Aerial Photo of Lot.
- ☐ Conversation with applicant regarding easements _____ applicant initials.

APPLICATION NUMBER: _____

DATE FILED: _____

ADDRESS OF PROPERTY: _____

NAME OF OWNER: _____

ADDRESS OF OWNER: _____

HOME PHONE: _____

WORK PHONE: _____

NAME OF APPLICANT: _____

ADDRESS OF APPLICANT: _____

HOME PHONE: _____

WORK PHONE: _____

PRESENT ZONING: _____

PRESENT USE: _____

DESCRIPTION OF REQUEST (LAND / STRUCTURE USE): _____

The undersigned certifies that this application and the attachments thereto contain all information required by the Zoning Resolution and that all information contained herein is true and accurate and is submitted to induce the amendment of the Zoning Map or Zoning Resolution. Applicant agrees to be bound by the provisions of the Zoning Resolution of Concord Township, Delaware County, Ohio.

Owner/Lessee: _____

Date: _____

**Received and
Accepted by:** _____

Date: _____

(Zoning Inspector)

BOARD ACTION: _____

BOARD CHAIR SIGNATURE: _____

Board Secretary: _____

Date of Hearing: _____

Notice Mailed: _____

Date Published: _____

CONCORD TOWNSHIP ZONING FEE SCHEDULE
ZONING INSPECTOR, RIC IRVINE 740-881-5338 rirvine@concordtwp.org

Effective January 6, 2022

APPLICATIONS

Rezoning, except PRD	\$600.00 plus \$150.00 per acre thereafter (\$2500 minimum fee)
Rezoning, for PRD	\$600.00 plus \$150.00 per acre thereafter (\$5000 minimum fee)
Major Modification of PRD	\$600.00 plus \$150.00 per acre of original PRD (\$5000 minimum)
Conditional use	\$600.00
Variance / Appeals	\$600.00
Change of Zoning Use Permit	\$ 50.00
Administrative Review	\$400.00 covers one meeting per board

- Applicant or representative must be present at hearing.
- Additional Charge for court reporter may be charged to the applicant where required by the Boards.
- For purposes of clarification, "BOARD" refers to Zoning Commission or Zoning Appeals Board.
- If an Applicant does not submit proper documents as specified, the Board may turn down the Application.
- If the Board cannot reach a decision and a continuance is requested by the Board, there are not additional fees charged to the Applicant.

RESIDENTIAL

Single Family	\$300.00
Multi Family, per unit	\$300.00

ACCESSORY STRUCTURES

\$ 50.00

ADDITIONS

To Garage or Residence	\$100.00
Decks (no roof)	\$ 75.00
Swimming pools (private)	\$100.00
Structural change to building	\$100.00
Certificate of Compliance	included in initial fee
Mobile Home (temporary/farm labor)	\$200.00 each 6 months

APPROVAL OF PLATS AND SUBDIVISIONS

Approval	\$250.00 plus \$100.00 per lot over one
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COMMERCIAL / INDUSTRIAL

New Construction	\$275.00 plus \$15.00 each 100 sq. ft. or fraction thereof
Additions and/or Alterations	\$275.00 plus \$15.00 each 100 sq. ft. or fraction thereof
Certificate of Compliance	included in initial fee

SIGNS (when zoning certificate required)

Permanent	\$300.00
Temporary	\$225.00 up to 18 months

CELLULAR TOWER / ANTENNAE

\$500.00

MISCELLANEOUS

Borrow Pits	\$500.00
Returned Check Fee	\$ 50.00
Zoning Resolution Book	\$ 75.00
Comprehensive Plan Book	\$ 25.00
Copies, per page	\$ 0.25
Both Books on CD	\$ 20.00

Any resident with an approved Zoning Certificate on file and there was a house built with incorrect setbacks, as indicated on the Zoning Certificate, the owner will be required to apply for a Variance through the Zoning Inspector and the Board of Zoning Appeals with all fees waived under the following conditions:

1. No Variance applied for which was necessary
2. Not on File (no records available)
3. Variance (setback) is challenged