

BERKSHIRE TOWNSHIP ZONING OFFICE

1454 Rome Corners Road

Galena, Ohio 43021

740-965-2992, Ext. 1

Berkshire.zoning@gmail.com

www.berkshiretpw.org

For Township Use

Application # _____

Date received _____

Township Fee \$ _____

Make Check Payable to Berkshire Township

Zoning Cert. Issued Date _____ Number _____

Certificate forwarded to applicant: mail _____ in person _____

APPLICATION FOR BERKSHIRE TOWNSHIP ZONING CERTIFICATE

TYPE OF WORK: (circle which applies) New Home, Building, Garage, Accessory Building, Addition, Pool, Deck or Change of Use

Applicant _____ Contact Person _____

Address of applicant _____

City _____ State _____ Zip _____

Contact Phone _____ Email _____

Name of Property Owner _____

Address of Property Owner _____

City _____ State _____ Zip _____

Phone _____ Email _____

Location/address of property _____

Parcel number(s) _____

Current zoning _____ Current use _____ Total acres _____

ITEMS REQUIRED FOR A COMPLETE APPLICATION:

- Check made out to Berkshire Township for **Applicable Fee** (see Berkshire Township Zoning Fees sheet online at <http://www.berkshiretpw.org/berkshire-township-zoning-laws.html>) for complete fee list
- Letter of Septic Compliance (Non-sewered lots only) from the Delaware Health District.
- Attach a plot plan showing boundary lines, existing structures, driveways, proposed structures and front, rear, and side yard setbacks. Include easements, flood plain data (if applicable) and accurate structural dimensions at the ground.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

All proposed construction for which a zoning certificate is issued shall be started within six months of issuance of a permit. Applicant and property owner(s) certifies that all information contained herein is true and accurate and is submitted to induce the issuance of the requested zoning certificate. Applicant agrees to be bound by the provisions of the zoning resolution of Berkshire Township and understands that any deviation from such resolution will result in the maximum penalty allowable by law.

Applicant: _____ Date: _____

Property owner(s) _____ Date: _____ Form: _____