



# CITY OF MUNROE FALLS

## Zoning Department

43 Munroe Falls Avenue, Munroe Falls, Ohio 44262  
330-688-7491 phone  
330-688-3720 fax  
[www.munroefalls.com](http://www.munroefalls.com)

### ZONING PERMIT APPLICATION

#### GENERAL REGULATIONS

For complete rules and regulations refer to Zoning Code of the Munroe Falls Codified Ordinances

#### DUTIES OF APPLICANT:

1. Submit completed permit application with signature
2. Supply complete set of plans or drawings
3. Supply letter of approval from Homeowners or Condo Association when applicable - *issuance of a Zoning Certificate does not supersede, over rule or negate compliance with any applicable deed restrictions.*
4. SITE PLAN review will require a recommendation from the PLANNING COMMISSION (*see Planning Commission Application and Clerk for application deadlines*)

#### ***PAYMENT IS DUE AFTER APPROVAL - AT TIME OF PICK UP***

***Incomplete applications or applications without **complete** plans or drawings **will not** be accepted***

It is the responsibility of the property owner to mark property boundaries or have property boundaries determined by a Land Surveyor if unknown. The City will NOT locate property pins or make boundary line determinations.

**NO BUILDING PERMITS ARE ISSUED WITHOUT ZONING APPROVAL**

**BUILDING PERMITS** are issued by the City of Stow, Ohio on behalf of Munroe Falls. Once issued, take your Zoning Certificate to the City of Stow located at 3760 Stow Road, Stow Ohio 330-689-2729.



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### ZONING PERMIT APPLICATION

#### APPLICANT INFORMATION

Today's Date \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

Phone: \_\_\_\_\_ email (if desired): \_\_\_\_\_

#### PROPERTY OWNER INFORMATION you may be required to provide written permission if you are not the owner

Name of Property Owner : \_\_\_\_\_

Owners mailing address: \_\_\_\_\_

Owner phone number: \_\_\_\_\_ email (if desired): \_\_\_\_\_

#### CONTRACTOR INFORMATION

Contractor Name: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_ email (if desired): \_\_\_\_\_

Fax number: \_\_\_\_\_

*Attach list of subcontractors*

### ZONING APPROVAL FOR THE FOLLOWING:

PROJECT ADDRESS: \_\_\_\_\_

TYPE OF WORK: \_\_\_\_\_

*No work shall not commence until all necessary permits have been approved.*

*Site Plan review (NEW CONSTRUCTION or conditional use) requires PLANNING COMMISSION APPLICATION and approval. Please see Clerk for application deadlines.*

**FOR CITY USE ONLY**

**APPROVED** \_\_\_\_\_

**DENIED** \_\_\_\_\_

**ADDITIONAL REQUIREMENTS:**

BY: \_\_\_\_\_

Planning Commission \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

Board of Zoning Appeals \_\_\_\_\_

DATE: \_\_\_\_\_

Right of Way Permit \_\_\_\_\_

Street Opening Permit \_\_\_\_\_

Other \_\_\_\_\_

**NOTES:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CITY DATE STAMP**

TOTAL PAYMENT \_\_\_\_\_

DATE OF PAYMENT: \_\_\_\_\_

RECEIPT NUMBER: \_\_\_\_\_

CLERK SIGNATURE: \_\_\_\_\_

**APPLICANT SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

Applicant acknowledges receipt of one full set of plans or drawings

ZONING DEPT PERMITS	ORD #	PERMIT FEE	DEP OR IN-SPECTION FEE	SITE PLAN REVIEW FEE	PERF BOND AMT
FENCE	1146.03	\$35			
DECK OR PATIO	1163.02	\$35			
POOL (above or in-ground)	1121.05(f)	\$35			
ACCESSORY BUILDING (up to 192 sq ft) < 1ACRE	1121	\$35			
GARAGE (attached or detached) (820 sq ft/max 1)	1121.05 (c)	\$35			
CARPORT/BREEZEWAY/GAZEBO	163.02	\$35			
DRIVEWAY	913.05	\$10	\$75		
APRON/APPROACH (ROW PERMIT)	913.05	\$10	\$75		
CURB CUTTING (ROW PERMIT)	9.13.02	\$10	\$75		
ADDITIONS	163.14	\$100		\$25	
ALTERATIONS TO EXISTING STRUCTURES	163.14	\$35		\$25	
ALTERATIONS TO DWELLING W/OUT	163.14				
CHANGING AREA DIMENSIONS		NO FEE			
NEW CONSTRUCTION					
1, 2 & 3 FAMILY DWELLING	R1, R2, R3, R4	\$100		\$25	\$10/ft frontage
MULTI FAMILY DWELLING OR APARTMENTS	R4, C1, TC	\$100		\$200	\$1/sq ft land
COMMERCIAL/INDUSTRIAL/BUSINESS:	C1, I1, TC				\$1/sq ft land
1,000 sq ft or less		\$150		\$200	
for ea additional 1,000 sq ft or fraction thereof		\$5			
PLANNING COMM APP FEE		\$65			
ZONING VARIANCE APP FEE	163.17	\$65			
CONDITIONAL USE ZONING (PC)	163.16	\$65			
ZONING AMENDMENT	163.18	\$120			
LAND SUBDIVISION (\$8/acre or minimum \$100)	163.19	\$100			
RIGHT OF WAY PERMIT RESIDENTIAL	919.08	\$10	\$75		
RIGHT OF WAY PERMIT COMMERCIAL	919.08	\$500	\$75		\$50,000
STREET OPENING PERMIT RESIDENTIAL	905.04	\$10	\$75		
STREET OPENING PERMIT COMMERCIAL	905.04	\$500	\$75		100% repair costs