

INSTRUCTIONS AND PERMIT REQUIREMENTS FOR CONSTRUCTION

RAVENNA TOWNSHIP ZONING

6115 S. Spring Street
Ravenna, Ohio 44266
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THE FOLLOWING PERMITS ARE REQUIRED FROM RAVENNA TOWNSHIP

1. Ravenna Township Zoning Certificates are required for the following:

Construction. Before any Structure or Dwelling is built, erected, enlarged, changed or placed on a property, a Zoning Certificate is required.

Use/Occupancy. When the Use of land, a Building or Structure changes, or a new business occupies an existing Building or Structure, an Occupancy Certificate is required.

Signs. Before any Sign may be constructed, structurally altered, attached to a Building, or placed on a Lot, a Sign Certificate is required.

Fences. Before any fence may be constructed, structurally altered, or placed on a Lot, a Fence Certificate is required.

2. Call the Ravenna Township Zoning Inspector for a setback inspection prior to calling the Portage County Building Inspection for footer or foundation inspection. Property lines and structure foundation must be staked.
3. A Fire inspection by the Ravenna Fire Department is required for commercial uses before a permitted use permit will be issued.

REQUIREMENTS FOR ZONING CERTIFICATE

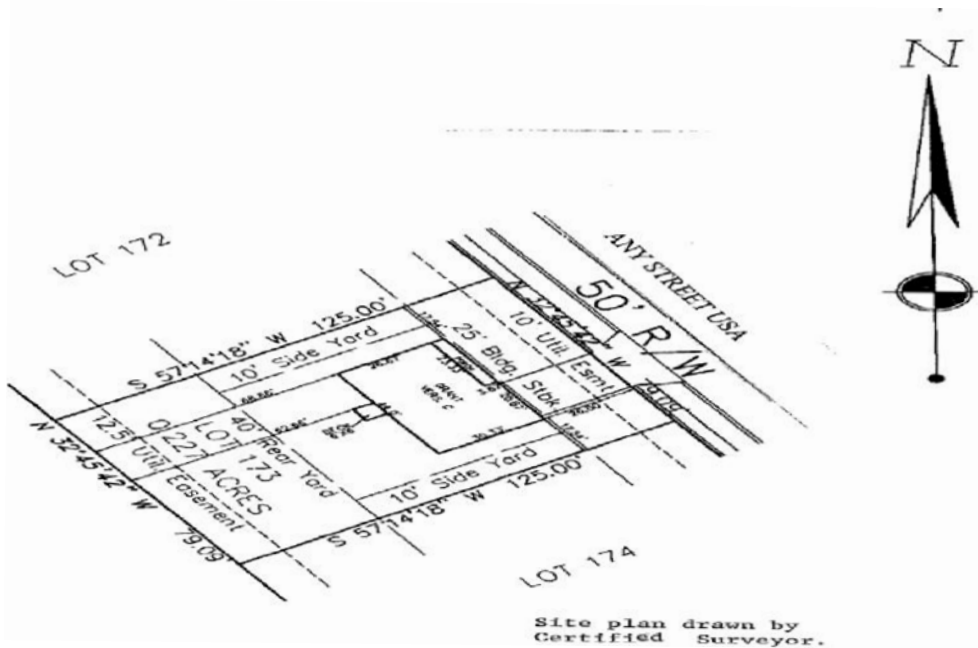
1. Permit application(s)

2. **Site Plan:**

For new Residential or Commercial Building - One (1) copy drawn to an engineering scale to fit on 8.5" x 11", 8.5" x 14" or 11" x 17" size paper, certified by a professional engineer or surveyor, including the following information **see drawing below

- Address with street name, subdivision name and lot number
- Property boundary dimensions
- Street right-of-way line
- Utility, drainage easements
- Water and sewer lines and connections, or septic and well locations
- Natural features including flood plains and streams
- Curb and driveway location

- Setback lines
- Location of proposed new structure on the lot
- Overall dimensions of building foundation
- Off-street parking spaces, if any
- For additions, show existing structure on lot and proposed addition labeled accordingly
- Landscape and buffers in Commercial or Industrial districts



For patio, garage, shed, or other structure – Applicant may submit a hand-drawn copy including the above information (see sample drawing on following page)