

Poland Township Website

Zoning Office

Zoning Office

Since 1949, Poland Township has been a zoned community, to promote the health, safety, morals and general welfare of the Township.

The Township Zoning Inspector is appointed by the Board of Trustees and is responsible for keeping records of all applications for zoning certificates and action taken thereon and is also responsible for the enforcement of all Township zoning regulations.

Zoning and nuisance complaints should be made in writing to the Township Zoning Office. The Zoning Inspector investigates all such complaints and notifies violators to correct any violations within a set amount of time. Violations not corrected will be prosecuted through the Struthers Municipal Court. In addition, the Zoning Inspector often works with the County Board of Health, the Ohio E.P.A., the Ohio Department of Natural Resources, the County Prosecutor, and the Police and Fire departments.

Zoning Inspector

The position of Zoning Inspector has been deemed necessary to issue permits and collect fees as provided by the Resolution and shall include the following duties:

- ❖ Make inspections of premises and buildings necessary in carrying out his/her duties in compliance with the provisions of the Zoning Resolution.
- ❖ Issue zoning permits for various building purposes such as structures, signs, swimming pools, fences, etc., provided the proposed use is permitted under the Zoning Resolution and the applicant has provided all necessary application requirements.
- ❖ Issue conditional zoning certificates after approval by the Board of Zoning Appeals.
- ❖ Issue variance permits after approval by the Board of Zoning Appeals.
- ❖ Investigate alleged violations of the zoning Resolution.
- ❖ Attend all regular and special meetings of the Zoning Commission and the Board of Zoning Appeals and all regular meetings of Board of Township Trustees and such other meetings as the board of Township Trustees shall direct.
- ❖ Keep and maintain records of all activities of his/her office and to report annually to the Board of Township Trustees.
- ❖ Maintain the Official Zoning Map of the Township.

Application and Procedure

A Zoning Permit shall hereinafter be secured from the Township Zoning Inspector prior to any construction of any building, structure or sign in the Township.

All requests for Zoning Permits shall be filed through application by the owner or his authorized agent and shall include the use or intended use of the building or structure after the proposed construction, erection, reconstruction, relocation or alteration. A scaled drawing showing the location of the proposed and/or existing building on the site plan shall be submitted to, and filed with, the Township Zoning Inspector.

Application Requirements

Before construction or altering of any site, structure, or building, including accessory buildings, application shall be made to the Poland Township Zoning Inspector for a Zoning Permit. The applications shall include the following information:

- ❖ Complete building plans, elevations and a plot plan drawn to scale showing the exact dimensions of the proposed structure or structures, placement on the lot, access drives and parking areas.
- ❖ In the case of new construction, on site storm water detention areas and calculations must meet the Mahoning County Specifications and be made a part of the site plan presented to the Poland Township Zoning Office for review by the Mahoning County Engineer.

Board of Zoning Appeals

A Board of Zoning Appeals is hereby established which shall perform its duties and exercise its powers as provided under the Ohio Revised Code as amended, and in such a way that the objectives of the Resolution shall be observed, public safety secured, and substantial justice done. The board of zoning appeals is permitted to exercise only three (3) functions provided by the Ohio Revised Code: appeals, variances, and conditional uses.

The Board of Zoning Appeals consists of five residents appointed by the Trustees to a staggered five-year term. In addition, one alternate member has been appointed for a term of one year. An alternate member shall take the place of an absent regular member at any meeting of the Board of Zoning Appeals, according to procedures prescribed by Resolution by the Board of Township Trustees. When attending a meeting on behalf of an absent member, the alternate member may vote on any matter on which the absent member is authorized to vote.

Appeals to the Board of Zoning Appeals may be taken by any person, firm, corporation, deeming itself to be adversely affected by the decision of the Zoning Inspector regarding the interpretation of this Resolution. All appeals shall be initiated by filing with the Zoning

Inspector, a written appeal on a form provided within thirty (30) calendar days of the decision appealed.

The Board of Zoning Appeals Powers and Duties:

❖ Administrative Review:

To hear and decide on all appeals as set forth of the Resolution, where it is alleged by the appellant that there is an error in any order, requirement, permit, decision or refusal made by the Zoning Inspector in carrying out or enforcing any provision of this Resolution.

❖ Variance:

To authorize upon appeal, in specific cases, such variance from the terms of the Zoning Resolution as will not be contrary to the public interest, where owing to special conditions, a literal enforcement of the resolution will result in unnecessary hardship, and so that the spirit of the resolution shall be observed and substantial justice done.

❖ Conditional Use Zoning Certificates:

To grant conditional zoning certificates for the use of land, buildings or other structures within a zoning district if such conditional use is permitted within the specified zoning district provided by the Resolution.

The Board of Zoning appeals shall review the particular facts and circumstances of each proposed conditional use and shall find adequate evidence showing that such use at the proposed location.

❖ Quorum:

At least three (3) members must be in attendance at any meeting of the Board of Zoning Appeals before any official business can be conducted. A concurring vote of three (3) members shall be necessary to affect an order.

❖ Meetings:

The Poland Township Board of Zoning Appeals meets upon demand. No set date or time for meetings are scheduled.

Zone Commission Board

A Township Zoning Commission is hereby established which shall perform its duties and exercise its powers as provided under the Ohio Revised code as amended, and in such a way that the objectives of this Resolution shall be observed.

The Township Zoning Commission is composed of five residents appointed by the Trustees to a staggered five-year term. In addition, one alternate member has been appointed for a term of one year. An alternate member shall take the place of an absent regular member at any meeting of the zoning commission, according to procedures prescribed by the Resolution by the Board of Township Trustees. When attending a meeting on behalf of an absent member, the alternate member may vote on any matter on which the absent member is authorized to vote.

The Board of Zoning Commission Powers and Duties:

- ❖ Prepare and maintain the zoning ordinances.
- ❖ Take action on zone change requests and make recommendations on same to the Township Trustees.
- ❖ Initiate advisable zone changes, or changes in the text of the Zoning Ordinance where same will promote the best interests of the public in general.
- ❖ Prepare long range plans for the best use of the land in the interests of the public in general.
- ❖ Quorum

At least three (3) members must be in attendance at any meeting of the Zoning Commission before any official business can be conducted. A concurring vote of three (3) members shall be necessary to affect an order.

- ❖ Meeting

The Zoning Commission may meet monthly or at the call of its Chairman or the Vice Chairman acting in the capacity of Chairman, or by the call of two (2) other members of the Zoning Commission. Meetings shall be held at the call of the chairman and at such other times as the Zoning Commission may determine.

ZONING FEES
February 10, 2004

RESIDENTIAL

Single / Multi / Family Dwelling \$ 80.00 per square ft.

Valuation calculated @ \$6.00 per thousand of improvement

Minimum Permit Fees \$ 20.00

BUSINESS COMMERCIAL

Warehouse / Storage / Church / School \$ 40.00 per square ft.

Warehouse / Storage with Office \$ 45.00 per square ft.

Professional / Business / Office / Retail / Restaurant \$ 55.00 per square ft.

Industrial / Manufacturing / Assembly \$ 75.00 per square ft.

Valuation calculated @ \$6.00 per thousand of improvement

SIGNAGE

Home Occupation \$ 25.00 Base Fee

Commercial Signs \$ 65.00 Base Fee

Billboards \$125.00 Base Fee

Fund Raiser No Fee Required

HEARINGS

Residential Zone Change Request \$ 275.00

Commercial Zone Change Request \$ 325.00

Residential Appeal / Variance \$ 275.00

Commercial Appeal / Variance \$ 325.00

Planned Unit Development (per step completion)

1) Preliminary Development Application	\$750.00
2) Final Development Application	\$750.00