

Village of Burton
Zoning Office
14588 West Park Street (S.R. 87)
P.O. Box 408
Burton, Ohio 44021



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Zoning Inspector

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Demolition of Residential Structure

Permits Required:

- Zoning Permit**
 - Fee: \$5
 - Ordinance: 1333
- Mayor's Permit** *(Any work involving a portion of the sidewalks, roadways, water systems and/or sewer systems of the village.)*
 - Fee: \$50
 - Deposit: \$950
 - Ordinance: 901
- Tree Work or Removal Permit** *(Any tree work or removal within the right-of-way)*
 - No Fee
 - Ordinance: 913
- Historic District Construction Permit** *(Required if location is within the Village Historic District)*
 - Fee: \$5
 - Ordinance: 159

Items Needed for Historic Review Board:

- One set of plans which include the following:
 - Photographs of all surrounding lots (both sides and three across the street)
 - Photographs or product samples of exterior elements (roof, siding, shutters, etc.)

Process (in order):

1. Submit completed **Mayor's Permit** with all associated fees and requested documentation. (if applicable)
2. If tree work is within the "Right-of-Way", then a **Tree Work and/or Removal Permit** is required to be filled out and submitted with all associated fees and requested documentation. Tree work "Right-of-Way" information is listed per street within the Village on the *Tree Work and/or Removal Permit* application.
3. If location of project is within the Historic boundaries of the Village, then a **Historic District Construction Permit** is required to be filled out and submitted with all associated fees and requested documentation. Historic boundaries within the village are

outlined on an illustrated map available on the *Historic District Construction Permit* application.

4. Submit completed **Zoning Demolition Permit** with all associated fees and requested documentation.
5. Departments and Personnel to be involved with process (notifications will be made by the office):
 - a) Mayors Application - Notification to Street Commissioner and Utilities Supervisor – Review project and paperwork submitted. This is an informal review and requires no additional involvement of the applicant. This review is to ensure the project falls within the proper applications submitted to proceed with approval.
 - b) Engineers Application – Notification to Engineer.
 - c) Tree Work Application – Notification to Arborist.
6. Contact the Village Office when the project is complete for final inspection. After all is approved by the Street Commissioner and Utilities Supervisor, the bond can be refunded.
7. All county permits will be in addition to what is listed above.



ASBESTOS CHECK BEFORE YOU WRECK



 In 2013, an Ohio property owner was fined \$15,000 for failing to complete an asbestos notification.

Demolition and renovation projects may require an asbestos survey (a thorough inspection to determine the presence of asbestos), **written notification to Ohio EPA**, specific work practices and proper disposal of asbestos-containing material.

Written notification to Ohio EPA is required **10 working days** prior to scheduled demolition or renovation projects even if no asbestos is present.

An asbestos survey must be performed in order for a written notification to be considered complete.