

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



Rick Gruber
Zoning Inspector

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Driveway Installation/Replacement

Possible Permits Required:

- Zoning Permit**
 - No Fee
- 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 (this is refundable once work is complete and inspections approved)
 - Ordinance: 901

Common Items Needed for Plan Review:

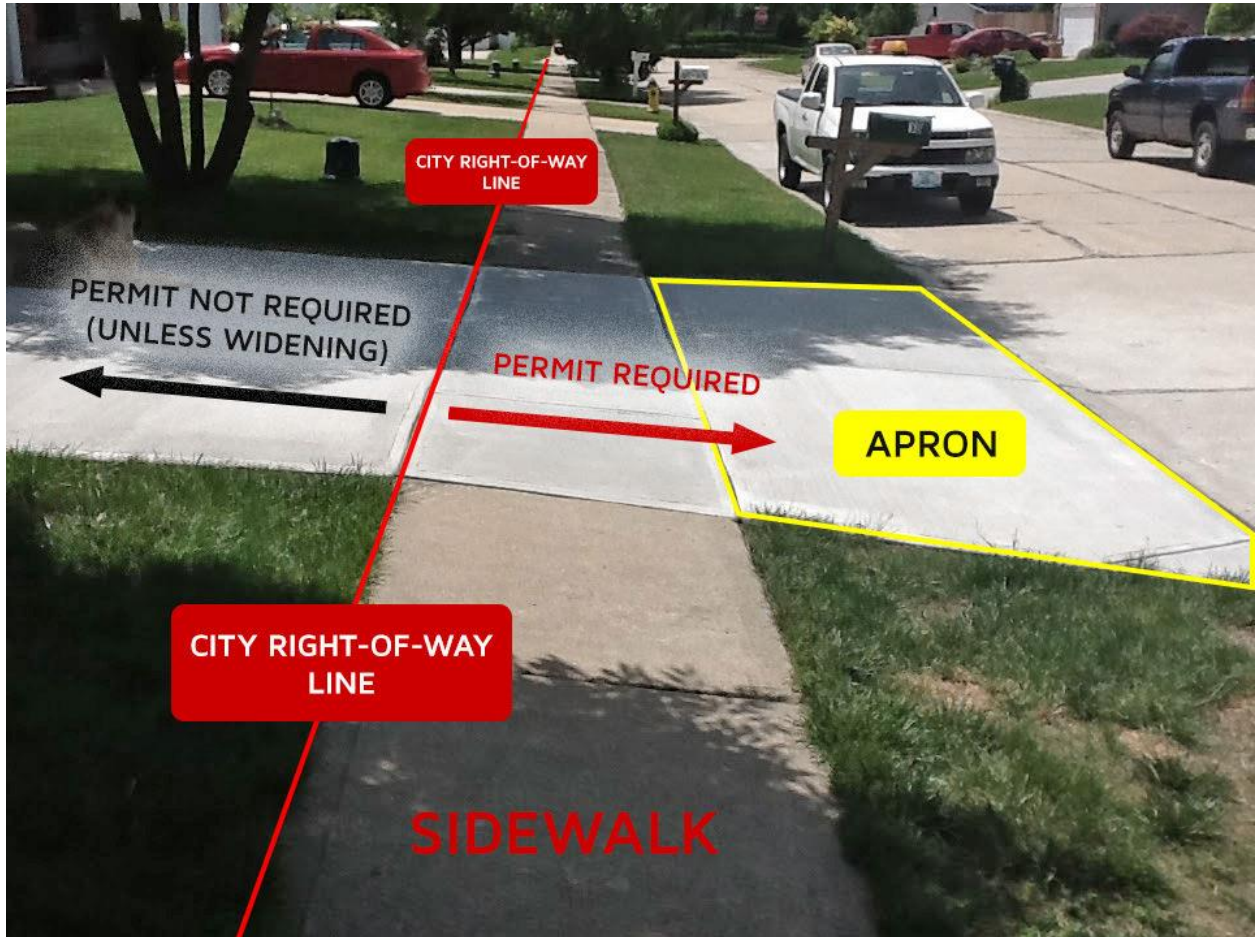
- Copy of plans.

Process (in order):

1. Submit completed **Mayor's Permit Application** with all associated fees and requested documentation.
2. If tree work is within the "Right-of-Way", then a **Tree Work and/or Removal Permit Application** is required to be filled out and submitted with all associated fees and requested documentation. "Right-of-Way" information is listed per street within the Village on the *Tree Work and/or Removal Permit* application. Before commencing, any tree work needs to be approved by the Tree Commission and have the tree contractor register with the Village of Burton.
3. 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) Tree Work Application – Notification to Arborist.
4. 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.

5. All county permits will be in addition to what is listed above.

Example:



Ohio Utilities Protection Service

