



# Village of Walton Hills

## Building Department

Kevin Hurst – Mayor / Safety Director

Rob Kalman  
Zoning Inspector

### ZONING PERMIT APPLICATION

Permit # \_\_\_\_\_ Fee: \_\_\_\_\_ Estimated cost: \_\_\_\_\_ Date: \_\_\_\_\_

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

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

Property Owner Address (if different): \_\_\_\_\_ Phone No: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Accessory Building \_\_\_ Addition \_\_\_ Deck \_\_\_ Fence \_\_\_ Retaining Wall \_\_\_ Walkway or Patio \_\_\_ Culvert

Pipe \_\_\_ Driveway (New) \_\_\_ Driveway Replacement (over 200 sq. ft) \_\_\_ Driveway Replacement (under

200 sq. ft) \_\_\_ Driveway Asphalt Resurface (1" or more) \_\_\_ Driveway Apron Only

Description of Work: \_\_\_\_\_

**Contractor Information:** Contractor Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone No: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_ Fax No: \_\_\_\_\_

**AUTHORIZATION: The undersigned states that he/she is the owner of the property or authorized agent for the owner of the project address.**

1. This permit is granted on condition that all work is done according to the ordinances of the Village of Walton Hills, and all Building Code Laws of the State of Ohio and/or of the Village of Walton Hills and any restrictions. On failure to do so, this permit may be revoked and/or fines and penalties may be imposed.
2. This permit holder or his agent shall notify the Building Division 24 hours in advance for inspection.

**Applicant Signature:** \_\_\_\_\_

**Zoning Permit Fees in Commercial Districts are as follows:**

New or replacement of parking lot, driveways or aprons, base fee plus the following:

Base fee	\$150.00
Administrative fee	\$10.00
Concrete or asphalt per 100 square feet	2.00
Asphalt resurfacing per 100 square feet	1.00

Administrative fee	10.00
Accessory structure under 200 square feet	50.00
Retaining wall under four feet in height from footing	50.00
Each service walkway or patio	50.00
Pad for waste container, no base fee charged	25.00

Fences under six feet in height from established grade	
Base fee	\$50.00
Administrative fee	10.00
Per 100 lineal feet add	5.00

Miscellaneous items at the discretion of the Building Inspector, permit not to exceed \$250.00

Fees and deposits for engineering review, establishing and inspecting grades in the districts other than Country Home District, as set forth in Section 1280.06, also fees and deposits for construction plan review as required by the Ohio Building Code are as follows:

Minimum deposit, at the discretion of the Building Inspector	
Engineering Deposit	\$3,000.00
Plan Review Deposit	2,000.00

Engineering and construction plan review fees will be added on an individual basis at a per hour rate set by the Building Department plus ten percent (10%) for administrative fees. At the time of filing the application for the approval of any plat, or at the time plans and specifications for any improvement or improvements are submitted to the Building Department for approval, there shall be deposited with the Finance Director an amount of money sufficient in the opinion of the Building Inspector to cover the cost plus ten percent (10%) for administrative fees as may be necessary to determine whether such proposed conforms to the Village of Walton Hills regulations or that its improvements have been made or are being installed in accordance with the requirements of these regulations and the plans and specifications meet all approvals.

The total cost and expense of such investigations or any inspections made by the Building Department, Village Architect or Engineer or his assistant shall be paid from such deposit upon itemized bills rendered by the Building Department and Village Architect or Engineer. In case such expenditures exceed the deposit, the excess shall, upon demand by the Building Department, be paid by the owner or the agent forthwith to the Village Finance Director. In case the deposit exceeds such expenditures, the balance will be refunded to the applicant within a reasonable time after the completion of such investigations. Certificate of occupancy shall not be issued until all sums required to be paid by the owner or agent have been paid in full.

(Ord. 2001-12, passed 09/04/01; Ord. 2002-15, passed 05/21/02; Ord. 2005-10, passed 04/05/05; Ord. 2005-23, passed 09/06/05; Ord. 2008-22, passed 12/16/08; Ord. 2009-12, passed 06/16/09.)