

Hiram Township Zoning Inspector, P. O. Box 1827, Hiram, Ohio 44234

Ph: 330-569-7182 E-mail: firecrew1@yahoo.com

Obtaining a Zoning Permit for a New Home

Obtain a current tax map and address from the Tax Map office on the third floor of the Portage County Administration Building so you can make up the site plan.

Obtain a set of blue prints showing the square footage of the new home on the cover page.

A site plan of the entire property is required and must include the following (draw to scale); indicate location of any/all easements; indicate and identify all existing buildings; clearly show all proposed work; indicate all property line dimensions; dimensions of all building; dimensions between building and dimensions to property lines. Post your address on a sign board next to the driveway.

Clear the site. Set up the site so access is possible without a 4X4. Stake the new home site out at all four corners and the two property lines closest to the new home site. Attach a copy of your site plan and completed application to a corner stake in a plastic bag. Call and leave a message requesting site inspection.

After inspection the zoning inspector will call you and make an appointment for your permit. The placard the zoning inspector gives you must be posted on the sign board next to the driveway.

Make the check payable to the Hiram Township Trustees. (You can include an accessory building, pool, deck, fence, etc. in with the \$100.00 permit fee.)

YOU MUST FOLLOW THESE DIRECTIONS TO OBTAIN A PERMIT

