

PLANNING AND ZONING INFORMATION

The purpose of a permit allows for the enforcement of codes which have been adopted as law by the Village of Silver Lake for the benefit of all residents. The enforcement of codes is carried out to protect the public health, safety and welfare. The Village of Silver Lake and the County of Summit Ohio Board of Building Standards are required to assure safe construction.

Refer to the APPLICATION FOR ZONING PERMIT for additional information.

The Planning and Zoning Commission meets the 2nd and 4th Mondays of each month at **6:00 p.m.** providing there are plans to review and there is a quorum (3 members of the Commission).

Plans must be submitted no later than noon the Thursday **BEFORE** the next scheduled Planning and Zoning meeting.

All dimensions must be shown including lot lines, required set back lines, planned set back lines, dimensions from lot lines to building faces, and to overhangs. (See Section 1107.04 Application Requirements)

Proper drainage, i.e. tie-ins, downspouts, **MUST** be noted on the plans.

NEW LEGISLATION (adopted in October 2017)

In order to confirm compliance with new provisions in Section 1133.03 of the Silver Lake Zoning Code, area information must be provided as part of this application for all projects that include the addition of new impervious cover or the expansion of existing impervious cover within the boundaries of the applicant's property.

Impervious surface is defined as a surface which does not allow water or other liquids to pass through. Impervious surfaces greatly increase the volume and velocity of runoff and the amount of pollution and sediment that enters streams and lakes.

The new code language imposes a Maximum Impervious Cover (MIC) limit on all residential lots (see Section 1133.03(1) (1)). The definition of MIC is: " Maximum Impervious Cover (MIC) means the portion of the lot covered by buildings plus any other structure (including without limitation the coverage by a main building maximum set forth in section 1133.03) or constructed element which impedes infiltration of stormwater into the ground, even if the impediment is not total." (see Section 1103.03(e). MIC is stated as a percentage of the total lot area. In addition, all applications for new main building construction or additions to the existing main building will be checked for compliance with Section 1133.03(e) which states that the maximum coverage by the main building will be no greater than 18 percent of the total lot area. To facilitate those checks, the applicant will provide all existing and proposed impervious areas as described below.

Data/documents to be submitted:

Existing Conditions:

1. Lot area
2. Footprint area of the main building
3. Footprint area of all accessory buildings
4. Area of all pavements (driveways, walkways, patios, athletic courts, swimming pools, hot tubs, etc.)

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5. Porches, decks, stairs, ramps, etc.
6. Plan or aerial photo showing the existing conditions

Proposed Improvements:

1. Area of proposed structures (new homes, house additions, accessory buildings, etc.)
2. Area of new or expanded pavements (driveways, walkways, patios, athletic courts, swimming pools, hot tubs, etc.)
3. Area of new porches, decks, stairs, ramps, etc.
4. Scaled drawings showing each of the new elements proposed as part of this application

BEFORE a zoning permit can be issued, property pins must be located and marked and the proposed project must be located with stakes, string or sprayed for the Zoning Inspector's approval.

Once plans are approved by the Planning Commission and the Zoning Inspector, the zoning permit must be picked up at Village Hall **BEFORE** going to the Summit County Building Departments for the building permit.

If an applicant's proposal has been referred to the Board of Zoning Appeals for a variance, the Board of Zoning Appeals **REQUIRES** a survey of the property be prepared by a registered State of Ohio professional surveyor. A meeting will not be scheduled until the proper survey has been submitted and the \$150 application fee paid.

CONTRACTORS AND SUBCONTRACTORS MUST MEET ALL INCOME TAX REPORTING REQUIREMENTS: Regional Income Tax Agency Business Registration Form 48

Income Tax Questionnaire

Employers doing business within the Village of Silver Lake are required to deduct, at the time of payment of salaries, wages, commissions or other compensation, 2 percent (2%) of total gross wages earned as a result of performing work within the Village of Silver Lake.

Every employer who is required to deduct the tax at the source is liable directly to the Village of Silver Lake and/or the Regional Income Tax Agency (RITA) for payment of such tax whether actually collected from their employees or not. Also, the net profit from income earned within the Village of Silver Lake is subject to the tax. Both withholding and tax on profits are due quarterly.

If you need further assistance, please call Suzanne Lipan at Village Hall 330.923.5233.