



**Planning &
ZONING**
BOARDMAN TOWNSHIP

OFFICE USE ONLY

Permit No.:

Penalty Fee: ☐ Yes

Payment Method:

☐ CASH ☐ CREDIT ☐ CHECK No. _____

PARKING LOT/DRIVEWAY PULL-OFF APPLICATION

(Please Fill Out Entirely in Type or Legible Print)

Applicant Information		
Name:		Contact Person:
Address:		
City:	State:	ZIP:
Phone:	Cell:	Email:

Owner Information <i>(If the owner is the applicant, please leave blank)</i>		
Owner Name:		Contact Person:
Address:		
City:	State:	ZIP:
Phone:	Cell:	Email:

Project Information		
Street Address:		
Corner Lot: <input type="checkbox"/> Yes <input type="checkbox"/> No	Project Cost: \$	Expected Start Date:
Type: <input type="checkbox"/> Driveway Expansion (single-family Residential) <input type="checkbox"/> Parking Lot Expansion <input type="checkbox"/> Other:		
Material: <input type="checkbox"/> Asphalt <input type="checkbox"/> Concrete <input type="checkbox"/> Pavers/Bricks <input type="checkbox"/> Other:		
Expansion Length:	Expansion Width:	Expansion Square Footage:
Was a Variance obtained? <input type="checkbox"/> No <input type="checkbox"/> Yes, Case #:		
Does this project meet all setback requirements (3ft from side property lines)? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Rear Setback:	Left Setback:	Right Setback:
Fees will be calculated upon approval.		
New curb cuts/expansions of curb cuts require a permit from the Boardman Township Road Department		
Requires a site plan <i>(A printed copy of the aerial view marked where the new parking area will be placed will be accepted.)</i>		

Applicant Signature

The undersigned hereby certifies that the information in and with this application is true and accurate, and consents to agents of the township entering the premises for inspection and verification of information submitted, as applicable; and if a permit is issued, to verify conformance to requirements and conditions of issuance.

Signature of Applicant: _____ **Date:** _____

Incomplete applications will not be processed.

Forms of Payment Accepted:

- Exact Cash
- Check (Make payable to 'Boardman Township')
- Credit Cards (A convenience fee will apply)

Mail completed applications to:

Boardman Township Zoning Department
Attn: Permits
8299 Market Street
Boardman, Ohio 44512

Email completed applications to:

Joe Macomber
JMacomber@boardmantwp.com

Site Plan Template

Please attach site plan or use template below. Please draw where your structure will be placed. Include the distance from adjacent property lines. Property line setbacks are the distance from the structure to the property line. Setbacks vary depending on the type of structure.

The diagram illustrates a rectangular property lot with the following features and labels:

- Rear Property line:** Labeled at the top center of the lot.
- Side property line:** Labeled vertically on both the left and right sides of the lot.
- House:** A rectangular structure positioned in the upper-middle section of the lot.
- Driveway:** A narrow rectangular area located below the house, extending towards the front of the lot.
- Curb line:** A thick horizontal line at the bottom of the lot, representing the street frontage.
- Front property line:** Indicated by a red arrow pointing to the curb line, with a note: "Front property line (typically starts 12-15 feet from curb line)".
- Setback Measurements:**
 - A vertical double-headed arrow between the rear property line and the house, labeled "Distance from the structure to rear property line" and followed by a blank line and "ft.".
 - A horizontal double-headed arrow between the left side property line and the house, labeled with a blank line and "ft.".
 - A horizontal double-headed arrow between the house and the right side property line, labeled "Distance from the structure to side property line" and followed by a blank line and "ft.".
 - A vertical double-headed arrow between the house and the driveway, labeled with a blank line and "ft.".

STREET NAME: _____