

Each municipality in the County has its own subdivision regulations. The unincorporated areas are governed by the Richland County Subdivision Regulations, with the exception of the unincorporated and unzoned areas within three miles of the City of Shelby.

<u>Governmental Subdivision</u>	<u>Zoning/Subdivision Stormwater Management</u>	<u>Building Codes &amp; Permits</u>	<u>Plumbing Permits</u>	<u>Sewer &amp; Water Permits</u>	<u>House Numbering</u>
Mansfield	City Codes & Permits 419-755-9688	City Codes & Permits 419-755-9688	Mansfield-Richland Co. Health Department 419-774-4525	City Codes & Permits 419-755-9688	City Codes & Permits 419-755-9688
Shelby	City Hall 419-347-4889	Residential-City Codes & Permits Commercial-Richland Co. Bldg. Codes & Regulations 419-774-5517	Mansfield-Richland Co. Health Department 419-774-4525	Water Permit (Utility Office) 419-342-4085 Sewer Permit (Finance Office) 419-342-5131	Village Hall 419-347-5131
Bellville	Village Hall 419-886-2245	Richland County Building Codes & Regulations 419-774-5517	Mansfield-Richland Co. Health Department 419-774-4525	Village Hall 419-886-3043	Village Hall 419-886-2245
Butler	Village Hall 419-883-3709	Richland County Building Codes & Regulations 419-774-5517	Mansfield-Richland Co. Health Department 419-774-4525	Village Hall 419-883-2481	Village Hall 419-883-2481
Lexington	Village Hall (zoning) 419-884-0765  Stormwater Mgmt. 419-747-8686	Richland County Building Codes & Regulations 419-774-5517	Mansfield-Richland Co. Health Department 419-774-4525	Village Hall 419-884-2610	Village Hall 419-884-0765
Lucas	Village Hall 419-892-2178	Richland County Building Codes & Regulations 419-774-5517	Mansfield-Richland Co. Health Department 419-774-4525	Village Hall 419-892-2178	Village Hall 419-892-2178
Ontario	Village Hall 419-529-3818	Richland County Building Codes & Regulations 419-774-5517	Mansfield-Richland Co. Health Department 419-774-4525	Village Hall 419-529-4607	Village Hall 419-529-3818
Plymouth	Village Hall 419-687-4331	Richland County Building Codes & Regulations 419-774-5517	Mansfield-Richland Co. Health Department 419-774-4525	Village Hall 419-687-4331	Village Hall 419-687-4331
Shiloh	Village Hall 419-896-2011	Richland County Building Codes & Regulations 419-774-5517	Mansfield-Richland Co. Health Department 419-774-4525	Village Hall 896-2011	Village Hall 419-896-2011
Townships	Zoning <sup>1,2</sup> Subdivision <sup>3</sup> Stormwater <sup>5</sup>	Richland County Building Codes & Regulations 419-774-5517	Mansfield-Richland Co. Health Department 419-774-4525	Mans.-Richland Co. Health Dept. 419-774-4525	Township Clerk <sup>2,4</sup>

1. Contact your Township Zoning Inspector or Clerk. The Townships of Butler, Cass, Jefferson, Plymouth and Worthington **DO NOT HAVE** zoning.
2. The Richland County Regional Planning Commission attempts to keep a current list of Township Zoning Inspectors and House Numbering Personnel, which can be made available upon request.
3. Contact the Richland County Regional Planning Commission at 419-774-5684.
4. The Richland County Regional Planning Commission assigns house numbers for Cass and Worthington Townships. Phone: 419-774-5684
5. Contact Richland Soil & Water Conservation District 419-747-8686.



## CONSIDERING BUILDING?

*What you should know*

## Land Use Regulations

## Richland County, Ohio

Prepared by the Richland County Regional Planning Commission October 1985

(Updated August 2007)

### **Have an Idea?**

Have at least an idea of what you want to do.

- (a) Size of lot
- (b) How will the building sit on the lot?
- (c) Know where services are coming from (i.e.: water, sewer, electricity, gas, etc.) (Contact OUPS 1-800-362-2764 **before** you dig)
- (d) Is a pond going to be built on the lot?
- (e) In which School District is my lot located?
- (f) Who will be my service provider? (electric, gas, water, etc.)

We recommend you consider the following in the order they are presented.

### **Creating a Lot**

If a lot is to be created, check subdivision regulations to make sure the proposed lot complies. Generally speaking:

- (a) Parcels over five acres are exempt from subdivision regulations, if they have frontage on a public road. Easements are not permitted in lieu of the required frontage.
- (b) Lots under five acres must have at least 60' of frontage on a public road. Easements are not permitted in lieu of the required frontage.
- (c) Lots under five acres must not be more than 3½ times as deep as they are wide.

If there is any question on the lot, contact the proper subdivision regulation administrating authority. See the attached list for the proper contact.

If there are any questions as to who is the proper administrative authority, an individual can contact the Richland County Regional Planning Commission, which has copies of all subdivision regulations in the county and can advise you as to who should be contacted on administrative matters.

### **Have Proper Zoning**

Check with zoning to:

- a) Make sure proposed use is in conformance.
- (b) Make sure that the proposed lot is in conformance.
- (c) Make sure that the proposed building is in conformance with the zoning (i.e.: setbacks, etc.)
- (d) See if there are any special provisions that might have to be met (i.e.: Proposed use must front on a major thoroughfare, fences will be required, etc.)

There are two cities, seven villages and thirteen townships in the County with zoning, and the requirements vary considerably, so, it is important that an individual know under whose zoning they are developing and what the zoning requires.

Attached is a list of the various zoning administrators in the County. The Richland County Regional Planning Commission has copies of all zoning ordinances and maps and attempts to keep them up to date. These documents are available for the public's perusal, and the RPC again can advise an individual as to whose zoning they are dealing with and the proper administrating authorities.

### **Septic System and Water Supply**

If a septic system is involved, contact the Health Department, (Environmental Div.) 419-774-4520 and find out if the lot size is sufficient for a new system or to replace an existing system, if building placement is critical and what type of system will be required. Consider the type and location the water supply. A permit is required for installation of a private water supply system.

### **Stormwater Management**

If you are planning on doing any grading, excavating, filling (including ponds & lakes), or other alteration of the earth's surface where natural or man-made ground cover is destroyed and which may result in increased rate and/or volume of stormwater runoff and/or contribute to erosion and sediment pollution, you must contact the administrating authority to find out if you will be subject to the local Stormwater Management Rules and Regulations. See the attached list for the proper contact.

Generally speaking, any activity involving 3,000 square feet or more must comply with the regulations. Compliance to the regulations requires that the peak rate of runoff after development shall not exceed the before development peak rate of runoff. This means that any development that results in more impervious earth surfaces must include a means to retain or detain runoff during specific peak periods of runoff.

If the activity will disturb one acre or more, you are also required to obtain a Stormwater Pollution Prevention Permit from the Ohio Environmental Protection Agency (EPA).

### **Deed Restrictions**

Deed Restrictions or Restrictive Covenants: These instruments can also regulate the use of land. They are usually involved in larger subdivisions (allotments), but they bear investigation. Check the deed and check the plat of the subdivision, both of which should be recorded at the courthouse.

### **Survey & Property Transfer**

If a survey is necessary, have it completed, and have the land transferred.

### **Permits**

Submit application for the following:

- (a) Zoning Certificate where applicable

- (b) Sewer System, Septic and Water Supply Permits
- (c) Stormwater Management Permit
- (d) Plumbing Permit
- (e) Building Permit
- (f) Electrical Permit

It is recommended that no construction be started until all permits are in place.

### **You Need a House Number to process the permit application**

House Numbers: You may find that you cannot get utility hookups until you have a house number. There is an adopted recommendation on a county-wide House Numbering System, but local jurisdictions have retained the authority to use the numbering system of their choice. Again, it is necessary for you to know what governmental subdivision you are working in and to contact the person responsible for house numbering in that subdivision. The attached table suggests a contact in each governmental subdivision. The Richland County Regional Planning Commission attempts to keep an up-to-date list of specific individuals that have been assigned this responsibility in the governmental subdivisions with active house numbering programs.

### **If You Need Soil Information**

The soil survey was updated & digitized in 2004 for Richland County, Ohio and is available on a CD. The soil survey contains information that can be applied in managing farms and woodland; in selecting sites for roads, ponds, buildings and other structures; and in judging the suitability of tracts of land for farming, industry, and recreation. For information concerning the soil survey, contact the Richland Soil and Water Conservation District Office, 419-747-8686.