

Frequently Asked Questions

When do I need to obtain a Zoning Permit?

Zoning Permits are required within residential districts for new homes, additions to homes, porches, additions to attached garages, detached garages, sheds, fences, decks, above-ground swimming pools and below ground swimming pools, home occupations, commercial/industrial buildings, and signs. This list is not a complete listing but does indicate the most common projects that will require a zoning permit. Zoning Permits are not normally required for remodeling projects such as kitchen or bath, new windows, or a new roof. Anytime you are adding square footage to your home or accessory building a zoning permit is required.

It is recommended that property owners contact the Zoning Inspector prior to starting any construction projects by emailing mpurchaseta@chestertwp.org or riavans@chestertwp.org or calling 440-729-7058 Ext. 3219

What are the hours of the Zoning Office?

A representative from our Zoning Team is typically available, Monday through Friday from 8AM to 4PM, at the Town Hall offices.

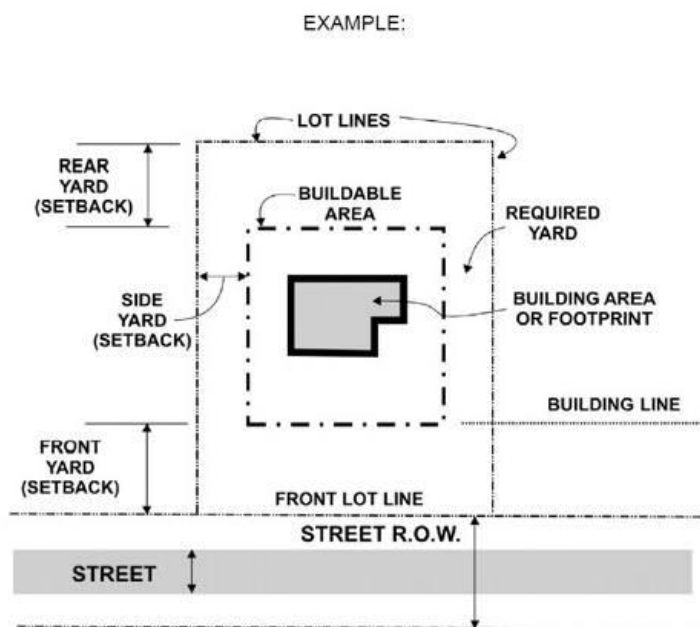
How long does it take to get a Zoning Permit?

Many Zoning Permits can be issued in a few days provided the application is complete. Commercial, Industrial, and complex residential projects will require more time due to our review of the site plan. Zoning Permits for these projects can be issued in approximately one to two weeks depending on the complexity of the project.

How do I Obtain a Zoning Permit?

To obtain a Zoning Permit you must complete an Application Form. Applications are available at the Town Hall or on-line at our website at www.chestertwp.com This form provides the basic information on the proposed project. In addition to the application form, you must provide a copy of the site plan, showing your set back from property lines.

(See example of site plan below)



Site Plan: Size and location of structures, existing and proposed; septic system and water well on property for new homes; distance of all structures to property lines. Lot lines must be clearly marked on the site for inspection. Please note that to expedite the application process, a good scale site plan is needed. All setbacks are measured from the property lines.

Do I need a permit to replace my roof shingles, siding, windows, or private concrete sidewalks?

No, these projects are considered maintenance, if the roof pitch remains the same and you are not adding any square footage (addition) to the structure.

Do I need a permit to replace my driveway?

No, not to replace; however, if you intend to expand the driveway you will need a culvert permit and the setbacks are 10 feet from the side property line.

Do I need a permit for landscaping?

No, however, when planting consider the maturity, so it doesn't encroach on the neighboring property or road right-of-way. Also, planting in easements is generally prohibited. Check with the Zoning Office before planting.

Do I need a permit to operate a home-based business?

Home based business generally requires a Zoning permit. In some cases, it may not be required, please check with the Zoning Inspector first.

Am I allowed to place my fence on the property line?

Yes, and a Zoning Permit is required, but it is recommended that you place your fence at least a lawnmower width from the property line so you have access to maintain the fence. If you place a fence at the property line it is your responsibility to find or set new property pins (by a licensed surveyor) that will ensure the fence does not encroach on your neighbor's property. Zoning on corner lots is more restrictive than interior lots. Check ahead of time with the Zoning Inspector for placement of any type of structure prior to beginning a new construction project on a corner lot.

Will the Zoning Inspector come out and tell us where our property line is?

No, the township does not survey properties. This is the responsibility of the property owner.

Do I need a permit for a swimming pool?

A Zoning permit is required for all in-ground pools, above ground pools. Pool houses shall comply with accessory structure rules.

Do I need a fence around my in-ground swimming pool?

Yes. As soon as there is any water being placed into the pool during the construction, a fence is needed around the pool.

Do I need a locking gate/collapsible step for my above ground swimming pool?

Yes, a locking gate is required for a ladder that accesses an above ground pool and to any gate along the required fencing.

Can I use a pool cover instead of the required fence?

No, a fence is required and mandatory. There is no provision that allows for the use of a pool cover within our current zoning resolution.

Am I allowed to trim my neighbor's tree branches that are hanging over into my yard?

Please talk with your neighbor about trimming the tree branches or ask if you can trim them yourself. If the branches are encroaching onto your property, you can trim them on your property side. If a dispute arises between you and the neighbor, it then becomes a civil matter.

Is a permit required for a sign?

Yes, all signs require a permit before the erection of the sign except political signs and real estate signs.

How long is my Zoning permit good for?

Once a Zoning Permit is issued, the applicant has 6 months to start the project and up to 2 years to finish the project.

When in doubt about any zoning permits, please call the Zoning office at 440-729-7058 #3219 and request more information.