

## RESPONSIBILITIES AND SERVICES...

- Review residential and commercial construction plans
- Administer / enforce Zoning Resolution and Property Maintenance Code
- Economic Development
- Review subdivision plats
- Represent Springfield Township on various committees
- Coordinate Zoning Commission and Board of Zoning Appeals Cases
- Administer the Township Land Use Plan
- Implement plans for the goals and objectives of the Springfield Township Vision Plan
- Conduct planning studies
- Provide demographics and mapping

### Springfield Township Board of Trustees

Tom Bryan  
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Gwen McFarlin  
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### Township Clerk

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### Township Administrator

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### Development Services Director

Christopher D. Gilbert  
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## Springfield Township

### Development Services Department

9150 Winton Road  
Cincinnati, Ohio 45231

Phone: 513-522-1410  
Fax: 513-729-0818

[www.springfieldtwp.org](http://www.springfieldtwp.org)



## SPRINGFIELD TOWNSHIP HAMILTON COUNTY, OHIO

## DEVELOPMENT SERVICES DEPARTMENT

*An Informational Brochure  
published by the  
Springfield Township  
Board of Trustees*

*Tom Bryan  
Joseph Honerlaw  
Gwen McFarlin*

- The Development Services Department was formed in 2001, and is the newest department within the Township. The goal of the Department is to make the Township more competitive regarding economic development activities and more efficient in land use and zoning issues.
- The Department is managed by the Development Services Director, who works closely with the Township Trustees and Administrator on all development issues within the Township.
- Enforcement of the Township Zoning Resolution and Property Maintenance Code rests with the Code Enforcement Officers. The Development Services Clerk is responsible for all clerical and customer service related functions of the Department.
- All development related issues, concerns, and/or ideas should be forwarded to the Development Services Director. In addition, any zoning or property maintenance code questions should be directed to the Development Services Clerk.

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*The goal of this brochure is to inform you of the services offered by the Department and answer some of the commonly asked questions regarding the Department's activities.*

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## CONSIDERING...

Improvements to your property, such as



- building an addition
- installing a pool
- constructing a shed
- adding a deck or fence

## TO DETERMINE IF ZONING APPROVAL IS REQUIRED...

**Call 522-1410**

**If...**

a zoning certificate ***is not*** required, you can proceed as planned.

**If...**

a zoning certificate ***is*** required, you will need to submit a completed application and the required number of drawings to the Development Services Department for review and approval.

## REPORTING A CODE

### VIOLATION...

Does your neighbor have possible code violations, such as

- ◆ High Grass or Weeds
- ◆ Junk, Debris, or Garbage
- ◆ Inoperable Vehicles
- ◆ General Property Disrepair



### IF SO...

**Call 522-1410**

**or email**

[Nuisancecomplaints@springfieldtwp.org](mailto:Nuisancecomplaints@springfieldtwp.org)

*The Township adopts and enforces various codes and regulations in order to promote public health and safety and preserve the quality of life in our neighborhoods.*

*The Development Services Department strives to provide the most efficient and courteous service possible. If you have any questions, please call our office between the hours of 8:00 - 5:00, Monday through Friday at 522-1410.*