

# Kingston Township



9899 St. Rt. 521  
Sunbury, OH 43074  
740•524•0290  
740•524•5304 FAX  
[www.kingstontwp.org](http://www.kingstontwp.org)

## NEW RESIDENT LETTER (UPDATED 07-20-17)

As a new property owner or resident, we would like to welcome you to Kingston Township. We have included some information to help acquaint you with the area and the building process.

For your information:

- Certified addresses, required for permits, are available through the Delaware County Map Room, Hayes Building, 140 N. Sandusky Street in Delaware. They may be contacted at 740-833-2450.
- All lot split reviews begin at the Delaware County Regional Planning Commission (DCRPC), 109 N. Sandusky Street in Delaware. Please contact Scott Sanders at 740-833-2260.
- The Delaware County Auditor's website, [www.co.delaware.oh.us/auditor](http://www.co.delaware.oh.us/auditor), has an extensive map system where you can view property details such as school district, taxes, owners, zoning districts, etc., or call 740-833-2900 for information.
- Work within the Township Roadway Right-Of-Way requires a permit issued from Kingston Township. Application forms and procedures can be found on the Township Website at [www.kingstontwp.org](http://www.kingstontwp.org) or by contacting Road Superintendent Doug Crowl at 740-815-8427 or [roads@kingstontwp.org](mailto:roads@kingstontwp.org). Driveway drainage pipe, culvert and bridge standards and permits for County Roadways are handled through the Delaware County Engineer's Office at 740-833-2400, and for State Routes through the Ohio Department of Transportation at 740-363-1251 or 1-800-372-7714.

Kingston Township Roads:	Clark	Wilson	Beacom
	Blue Church	Rosecrans	Twigg Hupp
	Todd Street	Portion Berkshire	Portion Stockwell
	Blayney	Basham Lane	Wildwood

County Roads:      Kilbourne      N. Galena      3 B's & K      Carters Corner

- The Kingston Township Cemetery is located at the intersection of State Route 521 and Blue Church Road. For information concerning burial plots please contact Cemetery Sexton Doug Crowl at 740-815-8427 or [roads@kingstontwp.org](mailto:roads@kingstontwp.org).
- On-Site Sewage System approval is handled through the Delaware General Health District at 740-368-1700.

- Please contact the Delaware Soil and Water Conservation District at 740-368-1921 regarding ponds, wetlands, soil evaluation and drainage issues.
- Please contact Fred Fowler, County Floodplains Administrator, at 740-833-2201 regarding flood hazards and flood plain permits.
- Kingston Township's Zoning Resolution and Comprehensive Plan are available on-line at [www.dcrpc.org](http://www.dcrpc.org); at the Township Website at [www.kingstontwp.org](http://www.kingstontwp.org) including printable forms; at the Community Library in Sunbury; or you can purchase a hard copy of the documents from the Zoning Office for \$35.
- The majority of the township is zoned Farm Residence District (FR1) documented in Article 7. Article 7 also references Article 20 – General Development Standards.
- Zoning permits are handled by the Kingston Township Zoning Office at 9899 State Route 521, Sunbury, Ohio 43074. The Zoning Office Staff can be contacted at 740-524-0290. Building permits are handled through the Delaware County Code Compliance Department, 50 Channing St. in Delaware. They may be contacted at 740-833-2200.
- The Zoning Office is open Thursday, 8 A.M. to Noon or by appointment. If your zoning application is complete, inspections, review, and an issuance of a zoning certificate normally take approximately one week to process.
- Kingston Township is served by both Big Walnut and Buckeye Valley School systems. Please be aware that Big Walnut and Buckeye Valley have income taxes in effect that you are required to report to your employer for withholding. Please contact Big Walnut at 740-965-3010 and Buckeye Valley at 740-369-8735.
- The area is served by the Del-Co Water Co. Inc. Please contact them at 740-548-7746 or 1-800-521-6779.
- Electric service is provided by Consolidated Electric Co-op. Please contact them at 1-800-421-5863.
- Phone service is provided by Centurylink (telephone & internet) at 1-800-407-5411; Frontier (telephone & internet) at 1-877-462-8188; Spectrum (television, internet & telephone) at 1-800-934-4181; DIRECTV (television) at 1-866-271-9853; SkyWirez (internet) at 1-419-777-9770; and Bresco (internet & telephone) at 1-614-469-9000. Please check to see which provider serves your area.
- For law enforcement, fire and medical emergencies dial 911. Law enforcement coverage is provided by the Delaware County Sheriff's Office. The administrative telephone number for the Sheriff Department is 740-833-2810.
- The Porter-Kingston Fire Department serves the Township with volunteer firemen, and Delaware County EMS Medic Unit 6 has 24-hour staffing; both are located in Olive Green near the edge of Porter and Kingston Townships. They may be contacted at 740-524-5050.
- The Township has an exclusive trash service agreement with Waste Management. You may contact them for pick-up at 1-866-797-9018 or [www.bigorefuse.com](http://www.bigorefuse.com) . Pick up day for trash and recycling is Friday. Curbside recycling is available for an additional monthly fee. A community recycling container for paper, glass and metal is located at the Township Maintenance Center, intersection of State Route 521 and Blue Church Road.

- The Township Trustees meet the first Tuesday of each month at 7:00 p.m. in the Township Hall, 9899 State Route 521 (corner of SR521 and Carter's Corner Rd.). Residents are encouraged to attend the meeting.
- The Kingston Township Zoning Commission meets quarterly at the Township Hall, located at 9899 State Route 521 (Route 521 and Carter's Corner Road) at 7:00 p.m. Residents are encouraged to attend the meeting. Meeting dates are posted on the Township Website under Zoning at [www.kingstontwp.org](http://www.kingstontwp.org).
- The Kingston Township Board of Zoning Appeals meets on an as needed basis at the Township Hall, located at 9899 State Route 521 (Route 521 and Carter's Corner Road) at 7:00 PM regarding administrative action, variance requests, conditional use requests and other matters within its jurisdiction.
- Voter registration may be made through the Delaware County Board of Election at 740-833-2080. The polling location for Kingston Township is the Kilbourne United Methodist Church, 5591 State Route 521 in the Village of Kilbourne.
- Community Services Information is available by calling 211.
- The Township issues the Kingston Township News (newsletter) quarterly via e-mail that is available to all property owners and residents. If you are not on our distribution list, please call the Zoning Office at 740-524-0290 and provide your name and e-mail address to receive future newsletters. The newsletter is also posted on the Township Website. The newsletter informs you of the latest issues, road closings, and meetings that may be of interest to you.

If we can be of service or answer questions during your building process, please let us know. On behalf of the residents of Kingston Township the Trustees would like to welcome you to our community!

*Steve Volpe*  
Executive Member

*William L. Shively*  
Chairman

*Dewey Akers*  
Vice-Chair

*Bob Talbott*  
Zoning Inspector

*Dave Stites*  
Zoning Secretary/Asst. Zoning Inspector