

ID # \_\_\_\_\_

# ZONING PERMIT APPLICATION

Permit # \_\_\_\_\_

PLEASE COMPLETE IN FULL - FRONT AND BACK

1. **APPLICANT'S NAME** \_\_\_\_\_ **PHONE** \_\_\_\_\_  
**ADDRESS** \_\_\_\_\_ **EMAIL ADDRESS** \_\_\_\_\_

**NAME AND ADDRESS OF OWNER** \_\_\_\_\_  
(If other than applicant) \_\_\_\_\_

**APPLICANT'S SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

2. **NAME OF MUNICIPALITY** \_\_\_\_\_  
**SITE ADDRESS** \_\_\_\_\_

**TAX MAP PARCEL NUMBER** \_\_\_\_\_  
**EXISTING USE** \_\_\_\_\_ **FLOODPLAIN DISTRICT** \_\_\_\_\_

### 3. TYPE OF USE

#### A. TYPE OF ACTIVITY

\_\_\_ NEW BUILDING  
\_\_\_ ADDITION  
\_\_\_ ALTERATION  
\_\_\_ RELOCATION  
\_\_\_ CHANGE OF USE

#### B. PROPOSED USE- RESIDENTIAL

\_\_\_ SINGLE FAMILY DWELLING  
\_\_\_ MULTI FAMILY (#OF UNITS \_\_\_)  
\_\_\_ MANUFACTURED HOME  
\_\_\_ GARAGE OR CARPORT  
\_\_\_ OTHER \_\_\_\_\_

#### C. PROPOSED USE- NON-RESIDENTIAL

\_\_\_ COMMERCIAL  
\_\_\_ INDUSTRIAL  
\_\_\_ INSTITUTIONAL  
\_\_\_ RECREATIONAL  
\_\_\_ HOME BUSINESS  
\_\_\_ SIGNAGE  
\_\_\_ HOME OCCUPATION  
\_\_\_ OTHER

**EXPLAIN IN DETAIL, THE PROPOSED WORK TO BE DONE IN ALL USES, USE EXTRA PAPER IF NEEDED** \_\_\_\_\_

### 4. STRUCTURAL CHARACTERISTICS AND DIMENSIONS FOR PROPOSED IMPROVEMENTS (PART A-C SHALL BE COMPLETED)

#### A. BUILDING AND YARD DIMENSIONS(EXTERIOR)

LENGTH AND WIDTH OF STRUCTURE \_\_\_ FT x \_\_\_ FT TALLEST EXTERIOR POINT \_\_\_ FT HEIGHT \_\_\_ FT  
TOTAL LOT AREA \_\_\_\_\_ ACRES TOTAL SQ. FT. OF FLOOR AREA \_\_\_\_\_  
FRONT YARD \_\_\_ FT (RIGHT-OF-WAY TO BUILDING) LEFT SIDE YARD \_\_\_ FT (BUILDING TO PROPERTY LINE)  
REAR YARD \_\_\_ FT (REAR OF BUILDING TO PROPERTY LINE) RIGHT SIDE YARD \_\_\_ FT (BUILDING TO PROPERTY LINE)

#### B. STRUCTURAL AND SITE INFORMATION

FLOOR PLANS SUBMITTED \_\_\_ YES \_\_\_ NO # OF STORIES \_\_\_ # OF BEDROOMS \_\_\_  
SQ. FT. OF FINISHED BASEMENT AREA \_\_\_ # OF BATHROOMS \_\_\_  
% OF BASEMENT UNFINISHED \_\_\_ GARAGE \_\_\_ RECREATION \_\_\_  
LOT COVERAGE AS IMPERVIOUS PERCENTAGE \_\_\_ BUILDING % OF LOT \_\_\_ ALL SURFACES % OF LOT  
AQUATIC BUFFER MIN 50' \_\_\_ WOODLAN BUFFER \_\_\_ YES \_\_\_ NO DRIVEWAY SLOPE OF \_\_\_ %

#### C. SUPPORT INFORMATION (ATTACHED AS NEEDED)

SEWAGE DISPOSAL \_\_\_ WATER SUPPLY \_\_\_ FLOODPLAIN CERTIFICATE \_\_\_  
E&S PLAN (OVER 5,000 SQ. FT) \_\_\_ NPDES PERMIT (OVER 1 ACRE) \_\_\_ WILL SERVE LETTER \_\_\_  
# OF OFF-STREET PARKING SPACES \_\_\_ EXISTING \_\_\_ PROPOSED

### 5. CONSTRUCTION INFORMATION

**ESTIMATED COST OF CONSTRUCTION \$** \_\_\_\_\_ **ESTIMATED DATE OF COMPLETION** \_\_\_\_\_  
**CONTRACTOR NAME** \_\_\_\_\_ **PHONE** \_\_\_\_\_

APPLICANT ACKNOWLEDGES ALL INFORMATION IS CORRECT AND ACCURATE TO THE BEST OF THEIR KNOWLEDGE. APPLICANT AGREES NOT TO INITIATE THE PROPOSED PROJECT UNTIL A MUNICIPALITY-ISSUED PERMIT IS OBTAINED. A LOCATION SKETCH SHALL BE DRAWN ON THE OTHER SIDE OF THIS APPLICATION.

# LOCATION SKETCH – USE ADDITIONAL PAGES IF NEEDED

A large grid area for drawing a location sketch. The grid consists of 20 columns and 20 rows, providing a space for the applicant to draw the lot, building, and surrounding features.

INSTRUCTIONS – THE LOCATION SKETCH SHOULD SHOW/NOTE SCALE AND NOTE EXISTING AND PROPOSED ITEMS.

1. The relationship of the lot to adjoin properties and roads (provide route number or name)
2. The location of the building on the parcel, the dimensions of the lot lines, approximate location of well and sewer.
3. The location of any other major lot features: driveways, garage, existing structures, streams, woods, etc....

## FOLLOWING SECTIONS TO BE COMPLETED BY ZONING OFFICIAL

APPLICABLE ORDINANCES AND CODES (CHECK APPROPRIATE SPACES)

ZONING CONFORMING\_\_\_ NONCONFORMING\_\_\_ SIGN\_\_\_ TEMPORARY\_\_\_ SUBDIVISION\_\_\_ SEWAGE\_\_\_

FLOODPLAIN\_\_\_\_\_ DRIVEWAY\_\_\_\_\_ BUILDING CODE\_\_\_\_\_ TAX PARCEL NUMBER\_\_\_\_\_

ZONING DISTRICT\_\_\_\_\_ OTHER\_\_\_\_\_

COMMENTS\_\_\_\_\_

DISPOSITION ACTION APPROVED\_\_\_ DISAPPROVED\_\_\_ PERMIT FEE AMOUNT \$\_\_\_\_\_

ZONING OFFICIAL\_\_\_\_\_ DATE OF ISSUANCE\_\_\_\_\_

REASON FOR DENIAL\_\_\_\_\_

ZONING HEARING BOARD DATE\_\_\_\_\_

REQUEST\_\_\_\_\_

BOARD'S DECISION GRANTED\_\_\_ DENIED\_\_\_

ORDER\_\_\_\_\_ DATE OF ISSUANCE\_\_\_\_\_

NOTICES: Issuance of this permit may be appealed by any aggrieved party within 30 days of the date of issuance. Completions and submissions of this application shall not relieve the applicant from obtaining such permits as required by other local, county, state or federal regulations or laws. Supplemental forms may be necessary for floodplain management requirements. Structure may be required to be certified prior to occupancy or use. Any change of plans must first be approved by the Zoning Official.