INFORMATION & REQUIREMENTS TO OBTAIN A ZONING PERMIT
When applying for a zoning permit you will need to present the following items:

1.) A copy of a plot plan, DRAWN TO SCALE which must include the following:
   A. The actual dimensions of the lot including easements.
   B. The exact size and location of all existing buildings on the lot.
   C. The location of the well and septic system, including leach fields.
   D. The exact size and location of the proposed new construction (or sign).
   E. The existing and/or intended use of all parts of the land or buildings.
   F. Such other information with regard to the lot and neighboring lots as may be necessary for a determination to be made.

2.) A copy of your deed. (Must include a written legal description of your property.)

ADDITIONAL REQUIREMENTS FOR NEW CONSTRUCTION:
When applying for a zoning permit for any NEW CONSTRUCTION, (The first permit-required construction on the parcel) in addition to the above-mentioned items, you must also present:

3.) A copy of the soil study results for siting of the sanitary sewage system in compliance with Montgomery Co. standards.

4.) A copy of the well log showing compliance with County standards for wells.

5.) A copy of the structure plans with the exact square footage of living area and non-habitable area of the structure clearly marked.

ZONING PERMIT FEES:

<table>
<thead>
<tr>
<th>NEW CONSTRUCTION</th>
<th>ACCESSORY BUILDINGS &amp; ADDITIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Commercial:</strong></td>
<td><strong>Commercial:</strong></td>
</tr>
<tr>
<td>Base fee of $600.00</td>
<td>Base Fee of $200.00</td>
</tr>
<tr>
<td>plus 20 cents per sq. ft. total area</td>
<td>plus 20 cents per sq. ft. total area</td>
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<tr>
<td><strong>Residential:</strong></td>
<td><strong>Residential:</strong></td>
</tr>
<tr>
<td>Base fee of $500.00</td>
<td>Base fee of $100.00</td>
</tr>
<tr>
<td>Plus 10 cents per sq. ft. total area</td>
<td>Plus 10 cents per sq. ft. total area</td>
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</tbody>
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PLEASE NOTE:  ZONING FEES ARE DOUBLED IF PERMIT IS NOT OBTAINED BEFORE BEGINNING CONSTRUCTION.
ZONING CERTIFICATE APPLICATION
SIGNAGE

A plot plan must be attached showing current buildings and proposed sign.
Cost: Billboard: $500.00 – Permanent: $100.00 – Temporary: $25.00(limit 90 days)

1. Property Owner _________________________________________________ Telephone _____________________
2. Applicant’s Name _______________________________________________ Telephone _____________________
3. Applicant’s Address __________________________________________________________________________
4. Project Location/Address ________________________________________________________________________
5. Parcel ID#__________________________________________________ (Required if no street address is available)
6. Sign dimensions:
   Length: ____________ Width: ___________ Total height: ___________ Area of sign: ___________
7. Setback from road right-of-way: ________________ feet (Free Standing signs only)
8. Will sign be illuminated?   [ ] Yes       [ ] No        [ ] Internal     [ ] External
9. Are there existing signs on the property:   [ ] Yes     [ ] No       If yes, show on plot plan.
10. Type of sign:
   [ ] Advertising   [ ] Awning, Canopy, Marquee   [ ] Bulletin Board   [ ] Construction
   [ ] Directional   [ ] Flashing                  [ ] Identification   [ ] Illuminated
   [ ] Moving       [ ] Name Plate               [ ] Poster Panel    [ ] Painted Bulletin
   [ ] Projecting   [ ] Real Estate             [ ] Roof            [ ] Temporary
   [ ] Wall

With my signature, I attest that all information provided on this form is true and correct and I understand that any misrepresentation submitted with or within this application shall render the Zoning Certificate null and void.

Applicant’s Signature _____________________________________________ Date ___________________