# Application for Zoning Permit

Application is hereby made for a permit in conformity with requirements of the Pennsylvania Municipalities Planning Code, Current Local Zoning Ordinance and any amendments thereto for the following described work:

## I. Property Information

- **Municipality:**
- **Development:**
- **Lot:**
- **Section:**
- **Proposed Work Site Address:**
- **Lot Width:**
- **Lot Depth:**
- **Property within Floodplain:** Yes/No
- **If Yes, Market Value of Property:**
- **Do you have an elevation certificate:** Yes/No
- **If Yes, please attach a copy with submission**
- **Property located in Historic District:** Yes/No
- **If Yes, also complete the Application for COA**

## II. Contact Information

- **Applicant:**
- **Mailing Address:**
- **City:**
- **State:**
- **Zip:**
- **Phone:**
- **Fax:**
- **Email:**
- **Property Owner:**
- **Mailing Address:**
- **City:**
- **State:**
- **Zip:**
- **Phone:**
- **Fax:**
- **Email:**
- **Contractor:**
- **Mailing Address:**
- **City:**
- **State:**
- **Zip:**
- **Phone:**
- **Fax:**
- **Email:**

## III. Construction

- **Erect a Structure**
- **Principal**
- **Accessory**
- **Size (length, width and height):** e.g. 20' L x 15' W x 12' H
- **Add to a Structure**
- **Principal**
- **Accessory**
- **Size (length, width and height):** e.g. 20' L x 15' W x 12' H
- **Change of Use**
- **Existing:**
- **Proposed:**

- **Erect a Fence**
- **Height:**
- **Install a Swimming Pool**
- **In-ground**
- **Above-ground**

- **Erect a Sign** (Provide sign proof along with plot plan)
- **Sign Copy Change** (Provide sign proof)

- **Type:**
- **Wall Mounted**
- **Ground**
- **Roof**
- **Other (Specify):**

- **Height (distance from top of sign to ground):**
- **Size (length and height of sign face):** e.g. 6' L x 18' H

- **Off-street Parking Area or Parking Lot**
- **Establish a Home Occupation**

- **Other (Specify):**
PLEASE INCLUDE THE FOLLOWING:

1. Indicate the length of all property lines
2. Show all existing and proposed structures on property and the distance from the structure to the property lines
3. Indicate name of streets abutting property
4. Identify all bodies of water and show distance to proposed structure(s)
5. Show septic, well, driveway locations and distance from new structure to septic
6. Label distances from principal structure to proposed accessory structure(s)
7. Physically mark property lines & proposed location of structure on site prior to submitting zoning application
I hereby authorize the Municipality Staff to perform inspections related to this application as may be required between the hours of 8 AM and 8 PM. The applicant understands and agrees to comply with the Pennsylvania Municipal Planning Code and Zoning Ordinance, as amended. All information supporting this application shall become part of the records of the Municipality, cannot be returned and may be examined by the public at any time during the normal working hours of the Municipal Office.

Application is hereby made for a permit to erect or alter a structure which shall be located as shown on the attached diagram/plot plan and/or to use the premises for the purposes herewith. The information which precedes, together with the plot plan/diagram, is made part of this application by the undersigned. It is understood and agreed by the applicant that any error, misstatement or misrepresentation of material, fact, either with or without intention on the part of this applicant, such as might or would operate to cause a refusal of this application or any change in the location, size or use of structure or land made subsequent to the issuance of this permit without approval of the Zoning Officer, shall constitute sufficient ground for the revocation of this permit.

Applicant Signature: ______________________________ Date: ____________

Owner Signature: ______________________________ Date: ____________

BOTH SIGNATURES ARE REQUIRED IF APPLICANT IS DIFFERENT THAN OWNER

Meeting Dates (If applicable)

Historic: ______________________________ Approved: □ Yes □ No

ZHB: ______________________________ Approved: □ Yes □ No

Planning: ______________________________ Approved: □ Yes □ No

Other: ______________________________ Approved: □ Yes □ No

PA UCC Construction Permit Required: □ Yes □ No

Action Taken: □ Approved □ Denied

Zoning Fee: ______________________________ Application Fee Paid: ______________________________

Balance Due: ______________________________ Date Paid: ______________________________

Zoning Officer Signature: ______________________________ Date: ______________________________

If the permit is denied, the zoning officer shall note the applicable sections/basis of denial below:

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

A copy of the zoning officer’s official letter of denial shall be attached to this application.
WEST EASTON BOROUGH

ZONING PERMIT APPLICATION PACKET

Submission Checklist

☐ Application completed in ink and signed by applicant and property owner if the applicant is not the property owner or provide written authorization from the owner to act as their agent.

☐ Completed plot plan with all required information attached. (Please refer to sample provided)

☐ Building Plans, as applicable. Include a floor plan and elevation plan for all new construction, including additions and decks.

☐ Ground Coverage Percentage for new primary structures and/or additions to primary structures (impervious coverage divided by lot area), if applicable

☐ Contractor Certificate of Insurance naming West Easton Borough as certificate holder

☐ Height and size of structure specified on application where indicated.

☐ Parcel ID number and property address

☐ Contact person and phone number

☐ Copy of recorded deed (if required)

☐ Copy of Septic Permit (if required)

☐ Copy of Water Supply Approval/Permit (if required)

☐ Copy of Driveway Permit (if required)

☐ Highway Occupancy Permit (if required)

☐ County Conservation District Approval (if required)

☐ Copy of Storm Water Approval/Permit (if required)

☐ Copy of Elevation Certificate (if required)

☐ All property lines and proposed location of structure(s) must be marked on the site prior to submitting the application.
If you are erecting a new structure, creating a new use for the property, changing the use of the property or creating a new point of access to your property, you will need to secure approval for access into the adjoining road or street.

- If the road is a state highway, you will need to secure approval of a highway occupancy permit from PennDOT.
- If the road is a borough road, you will need to secure approval of a driveway permit from West Easton Borough.

YOUR ZONING PERMIT CANNOT BE PROCESSED WITHOUT IT.

If you are grading/excavating or filling a site, provide the following information:

Area of:
  - Excavation (sq. ft.) __________
  - Fill (sq. ft.) __________

Type of Fill Material

Depth at deepest point of either fill or excavation (ft.) __________

Proposed Times of Operation (day, start time, finish time) __________

IF YOU ARE PROPOSING AN EARTH DISTURBANCE ACTIVITY THAT INVOLVES ONE (1) ACRE OR MORE, AN EROSION AND CONTROL PLAN WILL BE REQUIRED FOR THE PROJECT THAT WILL NEED TO BE REVIEWED AND DEEMED ADEQUATE.

#1: INITIAL __________ OVER ONE (1) ACRE OF EARTH DISTURBANCE.
#2: INITIAL __________ UNDER ONE (1) ACRE OF EARTH DISTURBANCE.

IF #1 IS INITIALED NO BUILDING OR ZONING APPLICATION WILL BE ACCEPTED BY WEST EASTON BOROUGH WITHOUT PROPER DOCUMENTATION.

The payment for the Zoning Application is a separate payment from the Building Permit.

Any additional zoning fees due are payable to WEST EASTON BOROUGH upon issuance of permit.

THE OWNER/APPLICANT IS RESPONSIBLE TO OBTAIN ALL NECESSARY APPROVALS REQUIRED BY THE DEVELOPMENT IN WHICH THE PROPERTY IS LOCATED.

Applications must be completed in ink. Return the original completed application and application fee along with all applicable documents to:

www.barryisett.com