

MAXATAWNY TOWNSHIP
127 QUARRY ROAD, SUITE 1
KUTZTOWN, PA 19530

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APPLICATION FOR ZONING PERMIT

LOCATION OF PROPOSAL _____ PARCEL #: _____ (If address unknown)
 PROPOSED USE: _____ ESTIMATE COST: _____
 PROPOSED OCCUPANCY: _____ FLOOD PLAIN: ___ YES ___ NO
 NUMBER OF OCCUPANTS: _____ NUMBER OF OFF STREET PARKING SPACES: _____

___ ERECT OR PLACE A BUILDING OR STRUCTURE OR ADDITION
 ___ ERECT AN ACCESSORY STRUCTURE
 ___ ERECT AN AGRICULTURAL STRUCTURE
 ___ ERECT A FENCE
 ___ ERECT OR PLACE A SIGN
 ___ ESTABLISH A USE
 ___ CHANGE THE USE OF A PROPERTY

| <u>NAME</u> | <u>ADDRESS</u> | <u>PHONE</u> |
|-------------------|----------------|--------------|
| OWNER: _____ | _____ | _____ |
| EMAIL: _____ | _____ | _____ |
| CONTRACTOR: _____ | _____ | _____ |
| APPLICANT: _____ | _____ | _____ |
| EMAIL: _____ | _____ | _____ |

ALL APPLICATIONS MUST BE SUBMITTED IN ACCORDANCE WITH MAXATAWNY TOWNSHIP ZONING ORDINANCE 2012 AS AMENDED. ALL STATEMENTS MADE HERE IN BY ME ARE TRUE AND CORRECT. I SHALL COMPLY WITH ALL TOWNSHIP ZONING ORDINANCES.

INCOMPLETE APPLICATIONS SHALL BE REJECTED

APPLICANT'S SIGNATURE: _____ **DATE:** _____

ANY AGRIEVED PARTY MAY APPEAL A ZONING PERMIT WITHIN THIRTY (30) DAYS FOR APPROVAL AND ISSUANCE. IF THIS PERMIT IS REUSED YOU HAVE THE RIGHT TO APPEAL FOR ZONING RELIEF. A FINAL INSPECTION IS REQUIRED PRIOR TO USE AND / OR OCCUPANCY.

- All applications shall be made in writing and shall be accompanied by two (2) sets of plans showing at least the following information.
- Actual dimensions and shape of the lot to be built upon or altered, the exact size and locations on the lot of buildings, structures, or signs existing.
- The number of dwelling units, if any, to be provided, parking spaces provided and / or loading facilities, statement indicating the existing or proposed use.
- New construction, additions, or replacements, the height of structures, buildings, earthmoving or signs.
- Proposed use, hours of operation if applicable, number of employees if applicable, etc.
- All other information necessary for such Zoning Officer to determine conformance with and provide for enforcement of this Ordinance.
- One (1) copy of the plans to Zoning Officer to approve or disapprove. One (1) copy of plans shall be retained by Zoning Officer for his records.
- When issued it must be posted on the property in plan view for public inspection with proper weather cover.
- All construction requires inspection by the Zoning Officer. The Zoning Officer must be notified at least twenty-four (24) hours prior to construction of each required inspection step.

APPLICATION FEE: _____ **CHECK#/CASH** _____ **DATE:** _____ **RECEIVED BY:** _____

| <u>SUBMITTED DOCUMENTS</u> | <u>YES</u> | <u>NO</u> | <u>N/A</u> | <u>REQUIRED</u> |
|----------------------------|------------|-----------|------------|-----------------|
| PLANS: SIGNED & SEALED | ___ | ___ | ___ | ___ |
| SPECIFICATIONS | ___ | ___ | ___ | ___ |
| WORKER'S COMP. INS. | ___ | ___ | ___ | ___ |
| CERTIFICATE OF INSURANCE | ___ | ___ | ___ | ___ |
| ZONING APPROVAL | ___ | ___ | ___ | ___ |
| APPLICATION COMPLETE | ___ | ___ | ___ | ___ |