

ZONING DETERMINATION PROCEDURE

This form **must** accompany all building applications.

No applications will be processed without this form.

In order to accept application for zoning determination, a detailed plot plan must be submitted to include:

(Check as Completed)

1. ___ Total Measurements of Parcel
2. ___ Measurements of existing structures
3. ___ Measurements of proposed structures
4. ___ Measurements of front, side and rear setbacks
5. ___ Brief written description of purpose
6. ___ \$____.00 Fee for determination

**ALL CRITERIA REQUESTED ABOVE MUST BE COMPLETED
BEFORE AN APPLICATION IS ACCEPTABLE.**

Zoning Officer

Address of Property: _____

Applicant's Name: _____

Applicant's Phone Number: _____

Applicant's Email Address: _____

Applicant: DO NOT WRITE BELOW THIS LINE • For office use ONLY.

Application Complete: Yes___ NO___

Accepted by: _____ Date: _____

Incomplete Application _____

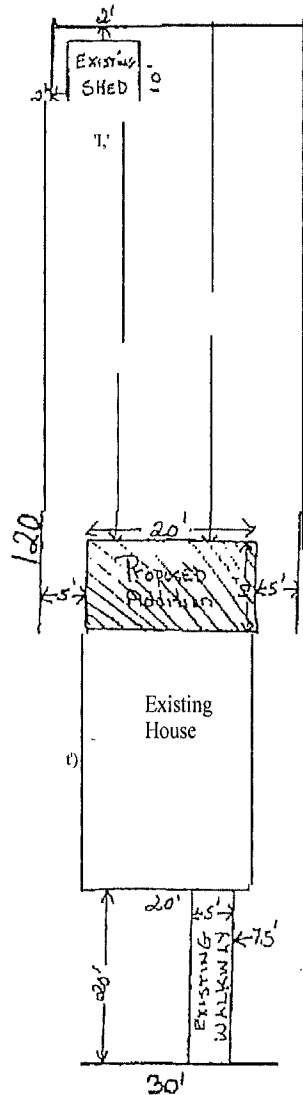
Missing Information _____

Returned by: _____ Date: _____

SAMPLE SITE PLAN

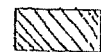
Sample Lot with a Lot Size of 30' x 120' = 3600 square feet

1. Draw site plan to scale, showing the property dimensions.
2. Indicate all existing structures on the lot, showing the dimensions of each and the setbacks to the property lines.
3. Indicate the proposed construction, showing dimensions and setbacks to Property lines.
4. Indicate the street name or street names (if corner property) on the site plan.
5. Fill out the coverage chart to determine building/impervious coverage.



STREET NAME

Proposed Work



Scale: 1" = 20'

COVERAGE CHART

ADDRESS: _____

LOT SIZE IN SQUARE FOOTAGE: _____

PERCENTAGE ALLOWED: _____

TOTAL % OF COVERAGE PERMITTED: _____
(this is the lot size **multiplied** by the % allowed)

Indicate the square footage of the following:

House: _____

Driveway: _____

Shed(s): _____

Garage(s): _____

Walkway(s): _____

Concrete patio(s): _____

Total existing: _____

New Proposed Construction: _____

Grand Total Coverage: _____

Approved Denied

Zoning Officer Signature: _____