

## ZONING PERMIT APPLICATION

Fee - MUST be paid when application is submitted - Residential - \$75.00      Commercial - \$100.00      Industrial - \$150.00

### ALL INFORMATION MUST BE FILLED OUT COMPLETELY

**1. Reason for Application**

- |   |   |
|---|---|
| <input type="checkbox"/> Occupy or use of vacant land or structure                | <input type="checkbox"/> Change in Use              |
| <input type="checkbox"/> Construct, Reconstruct, Move, Alter, or Enlarge Building | <input type="checkbox"/> Change a Nonconforming Use |

**2. Property Information**

Address: \_\_\_\_\_  
Parcel No.: \_\_\_\_\_

**3. Current Owner**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

**4. Proposed Occupant Information**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

**5. Applicant's Information** (*Current Owner will be contacted by Zoning Officer unless you check here* )

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

If the Applicant is neither the Current Owner or Proposed Occupant (such as Real Estate Agent, Property Manager, etc.), please state your position: \_\_\_\_\_

I, the above-named Applicant, hereby certify that I have been authorized by the Current Owner / Proposed Occupant (circle one) to complete this application on their behalf.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**IF ADDITIONAL APPROVAL OR PERMITS ARE REQUIRED UNDER CHESWICK BOROUGH CODE, THE ZONING PERMIT APPLICATION MUST BE COMPLETED PRIOR TO OR SIMULTANEOUSLY WITH THE APPLICATION FOR THE OTHER PERMIT APPROVAL.**

Please list all other permits or applications submitted, or to be submitted, in relation to this permit: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**IN CONFORMITY WITH THE REQUIREMENTS OF §158-59C OF THE CODE OF THE BOROUGH OF CHESWICK, YOU MUST INCLUDE THE FOLLOWING:**

**\*\*\*YOUR APPLICATION IS NOT COMPLETE UNTIL ALL MATERIALS ARE PROVIDED\*\*\***

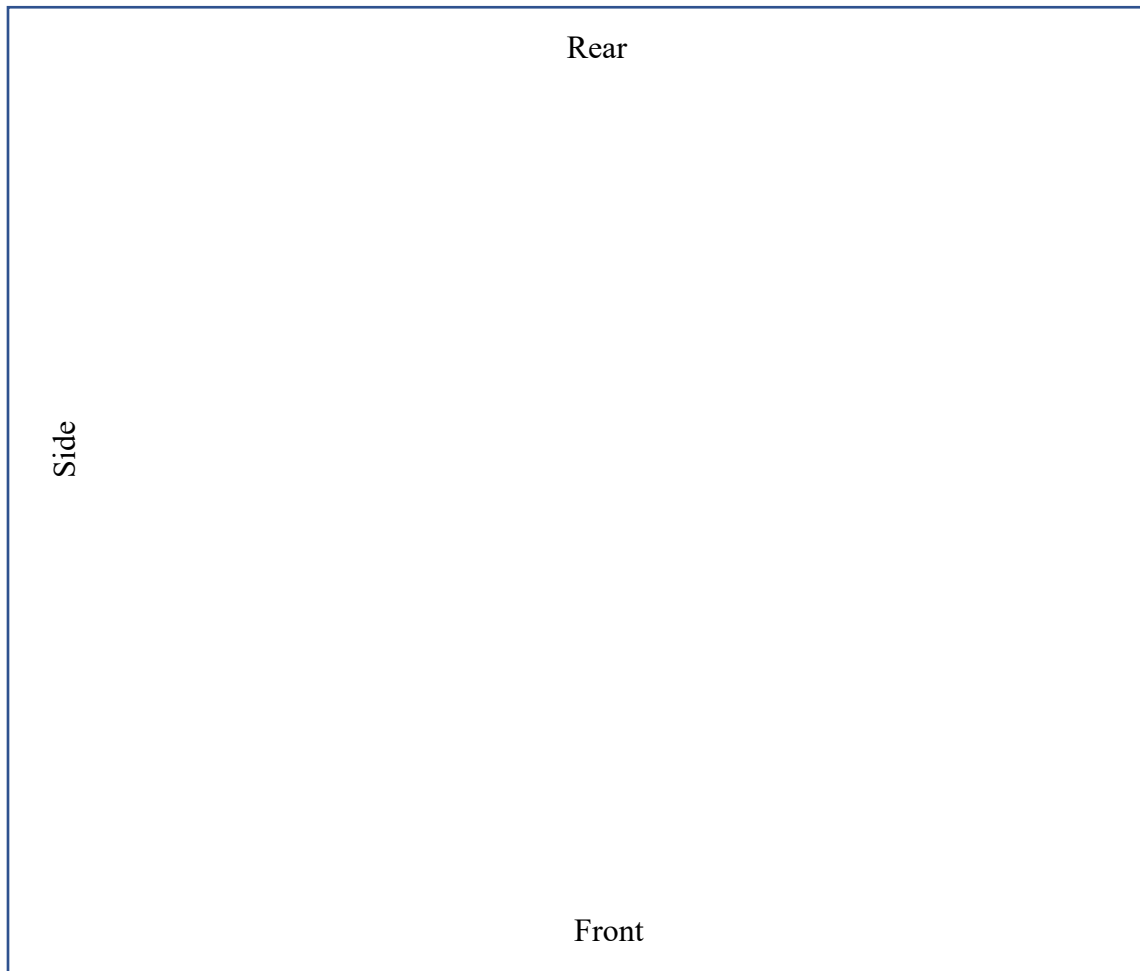
\_\_\_\_\_ Three copies of a SITE PLAN of the property upon which the proposed use or development is to occur, drawn to scale and dimensioned, showing:

- (a) The boundaries of the property, indicating dimensions
- (b) Public streets abutting the property.
- (c) Public Utilities in the streets abutting the property and/or in easements running across the property.
- (d) Existing buildings on the property and those within 50 feet of the property boundaries on adjacent properties
- (e) The proposed building or structure, indicating height, and dimensions between building or structure and property boundaries.
- (f) The location of proposed parking and loading areas and drives, if applicable, indicating the number of parking spaces.
- (g) The location of proposed signs, if applicable

\_\_\_\_\_ Three copies of a NARRATIVE STATEMENT, including:

- (a) The proposed use of the structure(s) to which the permit applies and the use of any other buildings or structures on the property.
- (b) The number of dwelling units, or commercial or industrial units, that the property and/or building(s) is designed to accommodate.
- (c) If the proposed building or structure is part of a larger complex of buildings or structures to be erected over time on the same property, an indication of location and scheduling of future construction

**Sketch Map of Lot with Structure Shown. Show Dimensions and Street**



\*\*\* UPON COMPLETION OF APPLIED-FOR WORK, YOU MUST NOTIFY THE ZONING OFFICER FOR EXAMINATION\*\*\*

**CERTIFICATION**

I, \_\_\_\_\_, attest that all of the facts and information set forth in this application are true and correct to the best of my knowledge.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\*\*\*\*\*OFFICE USE ONLY\*\*\*\*\*

Date Paid: \_\_\_\_\_

Amount Paid: \_\_\_\_\_

Method: Cash \_\_\_\_\_

Check \_\_\_\_\_ (Check No. \_\_\_\_\_)

Received By: \_\_\_\_\_

REVIEW BY ZONING OFFICER

Permit DENIED

APPROVED (PERMIT NO. \_\_\_\_\_)

\_\_\_\_\_  
Signature of Zoning Officer

\_\_\_\_\_  
Date