



Application #: \_\_\_\_\_

**ZONING PERMIT APPLICATION**  
**RESIDENTIAL USE & OCCUPANCY – NEW HOME CONSTRUCTION**

- \$30.00 NON REFUNDABLE FEE -

**Please submit the following:**

- A completed Zoning Permit application
- \$30.00 Non-Refundable fee
- A final House Location Survey (to scale)
- Certificate of Occupancy (issued by Code Administration Office)

**1. JOB LOCATION INFORMATION:**

Job Location Address \_\_\_\_\_ Lot # \_\_\_\_\_

Total Square Footage of New Residence \_\_\_\_\_

**2. APPLICANT INFORMATION:**

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Applicant Signature (**REQUIRED**) \_\_\_\_\_ Date \_\_\_\_\_

**3. PROPERTY OWNER INFORMATION: (Same as Applicant )**

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Property Owner Signature (**REQUIRED**) \_\_\_\_\_ Date \_\_\_\_\_

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

Receipt # \_\_\_\_\_  \$30.00

FP  YES  NO      RPA  YES  NO      Tax Map # \_\_\_\_\_

Zone (Check One):  RL  RM  RH  OTHER: \_\_\_\_\_

Special Approval: (CIRCLE ONE) **BAR Review / Rezoning (Proffers) / Special Exception / Variance / Administrative Adjustment**

Date of approval \_\_\_\_\_ Reviewed by \_\_\_\_\_

\*\*\*ZONING OFFICE APPROVAL SIGNATURES\*\*\*

Public Works Site Inspector \_\_\_\_\_ Date \_\_\_\_\_

HOLD SITE BOND     HOLD E&S BOND     RELEASE SITE BOND     RELEASE E&S BOND

Board of Architectural Review (BAR) Liaison \_\_\_\_\_ Date \_\_\_\_\_

Comments:

Zoning Site Inspection \_\_\_\_\_ Date \_\_\_\_\_

Comments:

Bond Administrator (if applicable) \_\_\_\_\_ Date \_\_\_\_\_

Comments:

This Application is Approved By \_\_\_\_\_ Date \_\_\_\_\_  
Zoning Official