LYCOMING COUNTY ZONING 570-320-2130



48 WEST THIRD STREET WILLIAMSPORT PA 17701

ZONING PERMIT APPLICATION INSTRUCTIONS

1) Name of Applicant: Print your name (first, MI, last).

2) Phone Number: Enter your phone number.

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3) Complete Mailing Address: Print your complete mailing address, and E-mail. 4) City 5) State 6) Zip Code

7) Name of Lot Owner: If same as applicant, enter "Same"; otherwise, list name.

8) Address: If same as applicant, enter "Same"; otherwise, list name.

9) Previous Lot Owner: Only if you have owned the property less than 12 months.

10) Builder/Contractor for Project: Name of the builder for this project and contact telephone number.

11) Type of Work: New Structure - house, mobile home, seasonal home, duplex, etc.

Change in Use - i.e. domestic garage to commercial use (vehicle repairs)

Sign - advertise business, etc.

barn, etc.

Addition - living area such as a bedroom, family room, sunroom, etc.

Accessory Structure - shed, garage, swimming pool, patio,

Commercial Logging - The act of cutting trees for timber, cordwood, or pulp

Home Business/Occupation – i.e. CPA, notary, beauty salon, etc.

Other – any project that does not fit into any of the above categories

12) Premises Located at: Enter the physical address (road name and #); not the mailing address.

13) <u>Township</u>: Enter Township or Borough name where the property is located.

14) <u>Use of proposed building, structure, or addition</u>: What will it be used for? Example: shed (storage of tools, lawn equipment), addition (family room, kitchen), barn (storage of hay, feed), etc.

15) Size of Lot: Enter the width and depth in feet or number of acres.

16) <u>Dimensions of Proposed Building, Structure or Addition</u>: Enter the width, depth, height and total square footage.

17) Setbacks from Property Line to Building or Structure:

<u>Front</u>: From the property line or road right-of-way to the front of the building or structure

<u>Side and/or Front</u>: From the side property line to the side of the building or structure. (Corner properties will have two front yards)

Rear: From the rear property line to the rear of the building or structure

<u>Side</u>: From the opposite side property line to the side of the building or structure

18) <u>Plot Plan Showing Location on Property is Attached</u>: Either attach a copy of the plot plan or draw plot plan to include with the application showing the building in relation to the property lines.

19) Character of Construction: Indicate type of building materials being used.

20) Approximate Cost of Work: Must have an approximate cost of project.

21) Attach Copy of: Stormwater Plan / Sewage Permit - If a Sewage Permit then total number of bedrooms

22) Construction Start Date: Enter the date you plan to start the project.

23) Completion Date: Enter date you plan to complete the project. (Maximum time is one year.)

24) Sign Your Name : 25) Print Your Name on Line Below Your Signature : 26) Date of Application: Submission date

SAMPLE ZONING APPLICATION PLOT PLAN SKETCH

SKETCHES DO NOT HAVE TO BE DRAWN TO EXACT SCALE but must contain the following information, be drawn proportionately and show accurate measurements: North Arrow, all abutting streets and alleys with names, dimension of lot or lots, all existing buildings on lots, all existing utility lines and easements if known, proposed buildings or improvements, and distances from all property lines to existing or proposed buildings or improvements. Clearly indicate property owner/ applicant's name, property address, and date of sketch.

Crosshatch all existing buildings. LABEL all property lines. ("?" below indicates a measurement is required.) Indicate North in the circle. **SCALE** (if drawn to scale) _ Lot line Rear Setback?ft. Side Lot Line ? ft. ? **Proposed New** Construction **Existing Building** ? Side Setback Side Setback ? ft. ? ft. Front Setback? ft. Address and Street Name

ZONING/DEVELOPMENT PERMIT APPLICATION

This application is made for a zoning/development permit to erect or alter a structure as shown on the attached diagram or to use the property for the purpose described. The information which follows, with the location 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 facet, either with or without intention, may cause a refusal of this application. Any change in the location, size, or use of structure or land after the issuance of this permit, without the approval of the Zoning Administrator or the Zoning Hearing Board shall be grounds for the revocation of this permit. The applicant agrees to allow the Zoning Administrator or duly appointed assistant to examine all structures and land for which an application for a Zoning/Development Permit has been requested. Please see that other permits (including building, subdivision, land development, highway occupancy, sewage planning, floodplain management, etc.) are in place before proceeding. All construction must be completed before the expiration date of this permit. This permit is valid for one (1) calendar year from date of issuance.

LEAVE THIS Permit No.:	AREA BLANK Zoning District:	Tax Parcel No.:	
1) Name of Applicant:		2) Phone #:
3) Complete Mailing Address:		E-Mail	@
4) City		5) State	6) Zip Code
7) Name of Lot Owner:			
8) Address:			
9) Previous Lot Owner:			
10) Builder/Contractor for Project:			
11) Type of Work: New Structure Change			
12) Premises located at: (road, street nar			
14) Use Proposed		13) IVIL	inicipality:
	ft. Dept	h ft.	Area ft²/ acre
16) Dimensions of Proposed Building, Structure or Addition: Wid	th ft. Depth ft	Height ft./ stories	Total Floor Space ft
 Setbacks from Property Line to Building or Structure: Front 			
18) Plot Plan showing location on prope	rty is attached: Yes 🔲 No 🔲		
19) Character of Construction (wood frame		20) Appro	rimate Cost of Work: \$
21) Attach copy of: Stormwater Plan:	Yes ☐ No ☐ Sewage Permit	: Yes □ No□ If YES then	# of Redrooms
22) Construction Start Date :			
Notes:		completion Date (max time of	ie year):
24) Applicant Signature:			26) Date:
27) APPLICABLE ORDINANCES AND C	VETHIS AREA BLANK-FOR ZONING	ADMINISTRATOR USE ONLY	
Zoning: Conforming Noncon	forming Sign Tempora		
Subdivision 🔲 Sewage 🗌	Flood Plain Regulations 🔲		
Building Code Driveway	Other		
28) DISPOSITION			
A. County application fee collected	Sound Descrit Officer	Permi	No
B. ACTION: Approved Disappi Zoning Administrator/ Officer:	oved	Date of Issuar	
C. Reason for denial		Date of issual	ice
D. Zoning Hearing Board date:			
BOARD'S DECISION Granted [Denied ☐		
Order		Date of Issuar	ce

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