

**APPLICATION FOR ZONING PERMIT AND OCCUPANCY CERTIFICATE**

Name of Owner: \_\_\_\_\_

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

Name of Contractor as Agent of Owner: \_\_\_\_\_

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

Street Address or General Location of Property: \_\_\_\_\_

Legal Description: Lot(s) \_\_\_\_\_ Block: \_\_\_\_\_ Subdivision: \_\_\_\_\_

Type of Work: Construct \_\_\_\_\_ Structurally Alter \_\_\_\_\_ Move \_\_\_\_\_ Other \_\_\_\_\_

Existing Use \_\_\_\_\_ Proposed Use\* \_\_\_\_\_

Zoning Lot Data: Frontage \_\_\_\_\_ Feet \_\_\_\_\_ Width\*\* \_\_\_\_\_ Feet

Depth \_\_\_\_\_ Feet Area \_\_\_\_\_ Sq. Ft.

**Building Information**

**Principal Structure/Use**

Width (Feet) \_\_\_\_\_

Depth (Feet) \_\_\_\_\_

Floors (Number)/ Height (Ft.) \_\_\_\_\_

Total Floor Area (Sq. Ft.) \_\_\_\_\_

Total Lot Coverage (%) \_\_\_\_\_

Dwelling Units (Number) \_\_\_\_\_

**Setback Information**

Front Yard (Feet) \_\_\_\_\_

Front/Side Yard (Feet)\*\*\* \_\_\_\_\_

Side Yard (Feet) \_\_\_\_\_

Rear Yard (Feet) \_\_\_\_\_

\* If a proposed use is for residential purposes, identify what type of house unit, e.g., site-built, modular, earth-sheltered, manufactured home or mobile home.

\*\*Should be calculated at the required front yard setback line.

\*\*\* Corner lots have two or more front yards.

Water Supply \_\_\_\_\_ Sewage Disposal \_\_\_\_\_  
Number of permanent Off-Street Parking Spaces \_\_\_\_\_  
Plot Plan of lot, structure(s), parking space(s) and driveway(s) attached:  
Yes \_\_\_\_\_ No \_\_\_\_\_

The undersigned hereby certifies that: (1) They have read and understand the accompanying form entitled. "Instructions to the Applicant Filing for a Zoning Permit and/or Occupancy Certificate"; (2) The information given herein is correct; (3) They agree to comply with all provisions of the Zoning Regulations; (4) All rights of way, easements, setback lines, access controls and other building or use restrictions as shown on a recorded plat or separate instrument are accurately indicated to scale on the attached plot plan; (5) Except for permitted grading, no construction has been initiated on the zoning lot; and (6) They understand that any Permit or Certificate issued upon false statement of any fact which is material to the issuance hereof shall be null and void.

\_\_\_\_\_ 20, \_\_\_\_\_

\_\_\_\_\_  
Owner or Contractor's Signature

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**ZONING PERMIT**

Amount of Zoning Permit//Occupancy Certificate fee received: \$ \_\_\_\_\_  
Zoning Permit (approved) (not approved) \_\_\_\_\_ By \_\_\_\_\_  
(Date) Zoning Administrator  
(Conditions of approval) (Reasons for not approving): \_\_\_\_\_

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cc: Applicant  
Sanitation Officer

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**OCCUPANCY CERTIFICATE**

All of the foregoing applicable items in the application were field inspected on \_\_\_\_\_  
and the premises are hereby approved for the above stated proposed structure(s) and/or use(s):

Approved: \_\_\_\_\_ By: \_\_\_\_\_  
(Date) Zoning Administrator

cc: Applicant  
County Appraiser's Office

(Form ZP/OC-2)

Foster & Associates, Planning Consultants, 2006.