

## Zoning Permit Checklist for Applicant

### I. The following must be completed and/or attached for review of permit application.

- \_\_\_\_\_ Applicant's Name (on application form)
- \_\_\_\_\_ Applicant's Mailing Address (on application form)
- \_\_\_\_\_ Applicant's Phone Number (on application form)
- \_\_\_\_\_ Property Address (if different than mailing address) (on application form)
- \_\_\_\_\_ Tax Parcel # (on application form)
- \_\_\_\_\_ Description of proposed project/Proposed Use (on application form)
- \_\_\_\_\_ Dimensions of proposed structure (if applicable) (on application form)
- \_\_\_\_\_ Zoning District (on application form) (Optional)
- \_\_\_\_\_ Easements (on application form)
- \_\_\_\_\_ Restrictions (on application form)
- \_\_\_\_\_ Variances (on application form)
- \_\_\_\_\_ Environmental Features (on application form)
- \_\_\_\_\_ Sketch depicting setbacks from all property lines (in feet) (part of application)
- \_\_\_\_\_ Sewer Permit # or willingness to serve from another municipality or authority (for additions and new construction only with on-lot sewer)
- \_\_\_\_\_ Copy of Sewer Design and/or Sewer Permit (for additions and new construction who have on-lot sewer) (attach)
- \_\_\_\_\_ Copy of deed (attach)
- \_\_\_\_\_ Plot plan of a recorded modern subdivision plan (1980-present) (attach)
- \_\_\_\_\_ Pictures of proposed location of structure (attach) (OPTIONAL)
- \_\_\_\_\_ Any additional information which may help the review process (OPTIONAL)
- \_\_\_\_\_ Contractors agreement or homeowners acknowledgement (required if applicant is not record owner)

TULPEHOCKEN TOWNSHIP  
Berks County, Pennsylvania  
22 Rehrersburg Rd, PO Box 272  
Rehrersburg, PA 19550  
Ph: (717) 933-5747 – Fax: (717)933-2014

ZONING OFFICER:  
  
Mack Engineering Inc. – Jackie  
429 Barbara Street  
Landisville PA 17538  
Ph: (717) 990-8448

**APPLICATION FOR ZONING PERMIT**

PERMIT NUMBER \_\_\_\_\_

FEE \_\_\_\_\_ DATE PD. CHK. NO. \_\_\_\_\_  
\_\_\_\_\_ ZONING PERMIT FEE

Value of Construction < \$10,000 = \$ 80 Fee  
Value of Construction > \$10,000 = \$150 Fee

NAME OF APPLICANT (must be record owner and/or equitable owner of property) ↓ TELEPHONE NO. ↓

MAILING ADDRESS OF APPLICANT ↓ ZIP CODE ↓

PHYSICAL LOCATION OF PROPERTY (i.e.; E. side SR 501, 1 mi. S. of Deck Rd.) ↓

Deed Book Volume \_\_\_\_\_ Page \_\_\_\_\_ Tax Parcel Identification No.

Subdivision/Lot Number, if app. ↓ Sewage Permit No. ↓ Lot Size ↓

**Stormwater Controls to be installed ↓ (This information must be completed and Controls installed. It will be verified during Inspection).**

Description of proposed construction/land use. Type (i.e. new residential dwelling; in-ground pool; one room addition; flea market; etc.) & Materials. (i.e. block foundation, wood frame, vinyl siding, pole building, etc.)

<u>Dimensions</u> ↓	<u>Area</u> ↓	<u>No. Stories/Height</u> ↓	<u>Value of Construction</u> ↓
<u>Zoning District</u> ↓		<u>Building Setback</u> ↓	<u>Side Yard, ea.</u> ↓
Required >>			<u>Rear Yard</u> ↓
Provided >>			

Distance between your proposed structure and your septic system? \_\_\_\_\_

**Easements**

Does your property contain easements of any kind? \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Don't Know

Do you have a swale, ditch, stream, etc. on your property? \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Don't Know

Do you have underground utilities or utility poles on/through your property? \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Don't Know

Do you have shrubs, plants along the rear of your property? \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Don't Know

**Restrictions**

Does your property contain any deed restrictions? \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Don't Know

If yes, please list what restrictions: \_\_\_\_\_

**Variances**

Has your property received any zoning variances or relief from the Zoning Ordinance?

\_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Don't Know If yes, please explain what relief \_\_\_\_\_

Has your property been rezoned (zoning district change?) \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Don't Know

If yes, please explain what district you changed to: \_\_\_\_\_

**Environmental Features**

Does your property contain steep slopes or contours? \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Don't Know

Does your property flood or are you located within a flood zone or wetlands? \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Don't Know

Pursuant to PA Act 38 (amending Act 287 and 172) notification to the "One Call System" is required at least three working days prior to disturbing earth with any type of powered equipment. Call Toll Free 1-800-242-1776. Please note that it is the responsibility of the applicant to make this notification.

**\*\*\* Please Note: A review cannot begin until a completed application is submitted. If all vital data is not obtained prior to the end of the review period, a permit may be deemed incomplete and denied.**

VERIFICATION STATEMENT

I, \_\_\_\_\_, hereby verify that the information contained in this application, including all statements, representations, and other entries, is true and correct to the best of my knowledge, information and belief. This verification is made subject to the penalties of 18 PA. C. S. §4904, relating to unsworn falsification to authorities, and §4911, relating to tampering with official records.

\_\_\_\_\_/\_\_\_\_\_  
Applicant's Signature Date

DO NOT WRITE BELOW - SHADED AREA FOR TOWNSHIP USE ONLY

\_\_\_\_ Permit Issued  
\_\_\_\_ Permit Denied  
Reason for Denial \_\_\_\_\_  
\_\_\_\_\_  
Zoning Officer Signature

# Property Drawing

Please provide a sketch in the box below depicting the following information. All information must be displayed or the Zoning Permit Applicant may be deemed incomplete and may be denied.

1. Rough sketch of your property boundary lines
2. Depict all existing and proposed buildings
3. Distance in Feet from your proposed structure to all property lines (front, rear, and both sides)
4. Distance in Feet from your proposed structure to the primary residence
5. Distance in Feet from your proposed structure to any other accessory structures

**Note:** The measurements listed above are to measured at the shortest distance between your proposed structure and other structures or lot lines.

A large, empty rectangular box with a thin black border, intended for the applicant to draw a rough sketch of their property boundaries, existing and proposed buildings, and distances to various structures and lot lines.