

APPLICATION # \_\_\_\_\_  
DATE: \_\_\_\_\_  
FEE \$ \_\_\_\_\_  
PAID \_\_\_\_\_



## Waverly Township Zoning Application

### PROCEDURE FOR APPLICANTS TO OBTAIN A BUILDING & ZONING PERMIT

When submitting an Application for a Township Zoning Permit, please provide the following information:

- A completed application form.
- Plot plan of proposed project (if applicable).
- A copy of the current deed of the property (if applicable).
- If the property is located in the Waverly's Historic District, the Permittee must have approval from the Board prior to submitting this application.

Please refer to Article XVI, Section 1603 of the Waverly Township Zoning Ordinance for a full list of requirements.

### PROPERTY OWNER'S INFORMATION

Name: _____	Zoning District: _____
Address: _____	TAX Pin #: _____
_____	Total Acreage: _____
_____	Lot Dimensions _____
Phone # _____	_____

### CONTRACTOR INFORMATION

Name: _____	Federal ID # _____
Address: _____	_____
_____	_____
_____	_____
Phone # _____	_____

### PROJECT INFORMATION - Zoning Use(s) sought under this application:

Please check the appropriate box below:

- New Principal Structure – (Residential dwelling)
- New Accessory Structure – Attached (Garage, shed, gazebo)
- New Accessory Structure – Detached (Garage, shed, gazebo)
- Swimming Pool, Above or In-Ground
- Addition to Existing Principal Use Structure
- Addition to Existing Accessory Structure
- Fence
- Business or Informational Sign

Describe the proposed use for which the approval is sought (including building dimensions, if applicable): \_\_\_\_\_

\_\_\_\_\_

**PROPERTY INFORMATION (MUST ALSO COMPLETE THE ATTACHED PLOT PLAN)**

Property Location \_\_\_\_\_ Zoning District \_\_\_\_\_

Lot (dimensions): \_\_\_\_\_ X \_\_\_\_\_ Sq. Ft. \_\_\_\_\_ Height of proposed structure \_\_\_\_\_

Proposed Setbacks from Property Lines in Feet – Front Setback \_\_\_\_\_ Right Side Setback: \_\_\_\_\_

Left Side Setback \_\_\_\_\_ Rear Setback: \_\_\_\_\_ Distance in Feet from Existing Buildings \_\_\_\_\_

Does the property contain any steep slopes, easements, wetlands, ponds, and/or streams? Yes \_\_\_ No \_\_\_

If yes, which of the above is/are on the property? \_\_\_\_\_

**PLOT PLAN SKETCH**

In the area below, draw a simple sketch of the property showing the location of the proposed building or structure. Indicate the building size, distance to road right-of-way\* (NOT centerline of the edge of pavement), distance to all other property lines, and distance from any existing buildings. Also show the location of existing buildings or structures, wells, septic systems, and driveways.

Front Property Line

Road Name. \_\_\_\_\_

Road rights-of-way for all State and Township Roads are 50' in width of generally 25' from the center of the road in either direction. Rights-of-way for private roads vary. Deeds or other legal documents such as approved subdivision maps should be checked for the exact width of the private road rights-of-way.

**OTHER PERMITS OR APPROVALS REQUIRED (COPIES OF PERMITS CHECKED OFF IN RED MUST ACCOMPANY THIS APPLICATION)**

- Penn DOT Highway Occupancy Permit (for driveway access to state roads) (Permit # \_\_\_\_\_)
- Driveway Permit (for driveway access to township roads)
- Sewage Permit (Permit # \_\_\_\_\_)
- Erosion and Sedimentation Control Plan and/or NPDES (for land disturbances of 5000 sq. ft or greater)
- Storm Water Management Plan (approved by Township Engineer)
- Subdivision or Land Development (approved by Planning Commission and Board of Supervisors)

I am signing this application as the owner of the property on which zoning approval is sought, or if not the owner, as an Agent specifically authorized to do so by the owner. I hereby acknowledge and certify that the information provided by me on this application is true and correct to the best of my knowledge. I further agree and understand that this application will not be accepted by Waverly Township until a site plan, any additional permits, and the Worker's Compensation Insurance Coverage Form has been submitted, and all fees have been paid.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

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**Township Use Only**

**USE CLASSIFICATION**

- Residential    Agricultural    Non-Residential    Accessory    Other: \_\_\_\_\_
- Property within Flood Plain Overlay District

**RECORD OF ACTION**

Approved/Permit Issued on (date): \_\_\_\_\_

Denied (site specific section of zoning ordinance for reason of denial): \_\_\_\_\_

Referred to Zoning Hearing Board for Variance and/or Special Exception Hearing - Referral date: \_\_\_\_\_

Date Issued: \_\_\_\_\_

Permit #: \_\_\_\_\_

Reason for Denial: \_\_\_\_\_

**SAMPLE OF ACCEPTABLE PERMIT APPLICATION DRAWING**

