



BROOKS TOWNSHIP ZONING PERMIT CHECKLIST

APPLICANT

A zoning permit is required for:

- New residential homes
- Additions
- Garages, sheds, carports and other accessory structures.
- Decks
- Pools
- Fences
- Lot splits
- Dish Antennas

In order to approve a zoning permit, an application must be completed and include the following materials. *An application is not complete, and will not be accepted, until all of the items have been submitted, unless specifically covered by the Zoning Ordinance.*

- _____ Completed application form
- _____ Brief narrative describing the request
- _____ Legal description of the property
- _____ Legal survey of the property (as determined by the Zoning Official)
- _____ A sketch plan meeting the requirements of the Zoning, Land Division and/or any other applicable ordinance
- _____ Any other information pertinent to the request as required by the Zoning Administrator
- _____ Review Fee

ZONING ADMINISTRATOR

Zoning District:

<input type="checkbox"/>	R-1	<input type="checkbox"/>	RTO
<input type="checkbox"/>	R-2	<input type="checkbox"/>	C-1
<input type="checkbox"/>	R-3	<input type="checkbox"/>	MHP
<input type="checkbox"/>	LO	<input type="checkbox"/>	I

Each zoning district has basic dimensional requirements to check. See Article 4 and the appropriate zoning district for additional requirements.

Residential permits need to show other items on the site plan in addition to those listed above, such as:

Section 3.02b: "Accessory Structures"

Section 3.04c: "Clear Vision"

Section 3.04f: "Corner Lots"

Section 3.05b: "Docks and Dockages"

Section 3.05c: "Driveway Permit"

Section 3.05d: "Dwelling Standards, Residential"

Section 3.20a: "Sanitary Sewers, Septic Systems and Water"

Other local or State governmental agencies may have additional requirements, especially if any of the site conditions below are present:

Are there any wetlands on the property? _____

Is the property located within a floodplain? _____

Does the project involve any human made change in the natural cover or topography of land, including cut and fill activities which may contribute to soil erosion and sedimentation? _____

Will the earth change disturb an area of one acre or more, or occur within 500 feet of a lake or stream? _____

(If the answer to both of the previous questions is yes, a soil erosion and sedimentation control permit is required)