



LOWER POTTS GROVE TOWNSHIP

2199 Buchert Road, Pottstown, Pa. 19464 610-323-0436 Fax: 610-323-3824

www.lowerpottsgrove.org

APPLICATION FOR ZONING PERMIT

Applicants may complete and submit this form and any other supporting documentation to the Township for a Zoning permit. All other permit requests should utilize the standard forms available at the Township office.

Applicant Information	Applicant Name: _____	Date Submitted: _____
	Property Street Number and Name: _____	
	City: _____	Zip Code: _____
	Daytime Phone Number: _____	

Application Type (Check One)

Zoning Pre-Application Subdivision/Land Development: _____	Residential: _____	Nonresidential: _____
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Statement as to the present use(s) of the building or land:
Statement as to the proposed use(s) of the building or land:
Name and phone no. of the person responsible for locating and staking out road lines and property lines:

Contacts	Address	Township or State Registration Number	Phone
Property Owner		NA	
Property Management		NA	
Contractor if any			

Fees and three (3) sets of site plans are to be submitted with this application, as well as any additional information required by the Zoning Officer. The applicant is responsible for the accuracy of all property lines, easements, dimensions, and other physical attributes on the site plan and related information. Lower Pottsgrove Township reserves the right to revoke any permit issued based upon incorrect information.

All application forms must be submitted to the Township Office. In signing this form, the applicant(s) certifies that all information provided herein and in any other supporting documentation is accurate and he/she intends to comply with applicable ordinances. Township staff will review the application form, and supporting documentation and reserves the right to request more information if necessary.

Applicants' Signature: _____ Date: _____

APPLICATION FOR PERMIT
ZONING USE AND APPROVAL

Please call 610-323-0436 ext. 5 with any questions or clarifications.

Zoning Permit Application Requirements

All applications for zoning permits shall be made in writing by the property owner or tenants or authorized agent and shall be filed with the Zoning Officer. The application:

- (1) shall include a statement explaining the proposed use of the building;
- (2) shall be accompanied by:
 - (a) a plan, drawn to scale, showing the location of the building in relation to property and road lines
 - (b) and a reasonably accurate description of the present improvements and the modifications intended to be made under the application indicating the size of such proposed improvements.
- (3) shall include a statement that the side lines of all roads shown on the plan have been located and staked on the premises by a surveyor or other person competent to give such location; and
- (4) shall give the name and address of the person who has so located and staked the road lines. In the case of signs, size, location and construction shall be shown on the application.