

ZONING PERMIT FOR ACCESSORY APARTMENT Sect 3.2.3

(Apartment within existing dwelling)

Zoning Permit Fee \$35 / Certificate of Occupancy Fee \$25

Address of Proposed Accessory Apartment: _____ Zone: _____

Name of Owner: _____

1. Name of Applicant: _____

Address: _____

Phone Number: _____ Email: _____

2. Accessory apartment cannot exceed 1,000 square feet or 30% of the combined gross floor area of both units, whichever is smaller.

FLOOR AREA OF DWELLING: _____ SF

FLOOR AREA OF PROPOSED ACCESSORY APARTMENT: _____ SF

% OF FLOOR AREA DEVOTED TO ACCESSORY APT: _____ %

3. Off-street parking provided for at least 3 vehicles?

YES: _____ NO: _____

4. Owner occupies either the accessory apartment or the main dwelling?

YES: _____ NO: _____

5. A plot plan should be submitted with the application showing the property lines, proposed parking and location of accessory apartment. A floor plan sketch showing square footage should also be submitted.

6. Adequate water and sewage disposal must be provided.

7. The one-time EDU permit fee must be paid to the WPCA prior to issuance of this permit.

I, the undersigned, acknowledge that the above information is true to the best of my knowledge and that the above requirements are understood.

Applicant Signature: _____ Date: _____

Property Owner Signature: _____ Date: _____

• Adequate water and sewage disposal provided? YES: _____ NO: _____

• Zoning Permit Fee \$_____ Zoning Certificate of Occupancy Fee \$_____

Reviewed and approved by: _____ Date: _____

Zoning Enforcement Officer

Address assigned to accessory apartment: _____