ZONING PERMIT FOR IN-LAW APARTMENT  Sect 7.1.3
(Apartment within existing dwelling)
Zoning Permit Fee $25 / Certificate of Occupancy Fee $25

Address of Proposed In-Law Apartment: __________________________ Zone: _____
Name of Owner: ___________________________________________________________

1. Name of Applicant: _______________________________________________________
   Address: __________________________________________________________________
   Phone Number: __________________________Email:___________________________

2. In-law apartment cannot exceed 900 square feet or 40% of the combined gross floor area
   of both units, whichever is smaller.
   FLOOR AREA OF DWELLING: ____________ SF
   FLOOR AREA OF PROPOSED IN-LAW APARTMENT: __________ SF
   % OF FLOOR AREA DEVOTED TO IN-LAW APT: ________%

3. Off-street parking provided for at least 3 vehicles?
   YES: _____       NO: _______

4. Owner occupies either the in-law 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 in-law apartment. A floor plan sketch should also be submitted.
   In-law apartment area must be converted back to living space for the single-family
   dwelling when no longer needed and/or ownership changes.

6. In-law apartment permit is for a maximum of 5 years, and may be renewed. 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: ____________

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• Starting date: _________________________ Ending 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