E Steps for a Zoning Permit Application

Step 1 – Prepare a Property Drawing

- Create a detailed drawing of your property, including:
 - Existing structures and any proposed additions/changes
 - Distances:
 - o From the center of the roadway to the front of the proposed/new structure
 - o From each side property line to the proposed/new structure
 - o From the **back property line** to the proposed/new structure

Bring this drawing when you apply for your Zoning Permit with the Township Secretary.

Step 2 - Apply for a Zoning Permit

Submit your application to the Township Secretary.

Zoning Permit Fees:

- \$25 for projects up to \$20,000
- +\$5 for each additional \$5,000 in project value

Step 3 – Zoning Officer Review

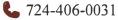
The **Zoning Officer** will review your application and send the decision via **email**.

If Approved:

- Take the approved Zoning Permit to **one of the two Inspectors** listed below to obtain a **Building Permit**.
- Contact them first to find out what documentation they need and the cost of the Building Permit.

Inspectors:

Richardson Inspection Services



2879 Mercer Butler Pike, Grove City, PA 16127

Prosek's Inspection

% 724-927-2020

7531 South Lake Road, Jamestown, PA 16134

If Disapproved:

- You may appeal the decision.
- See the Township Secretary for details.
- Appeal for a Variance fee: \$400.00

On not begin any construction until: Vour Zoning Permit is approved, and Vour Building Permit is issued by an approved inspector.