

Office Telephone (315) 429-9631
Office Fax (315) 429-9109

Town of Manheim

Herkimer County
New York

David Kuehnle
Building & Zoning
Enforcement Officer

Dear Applicant,

Enclosed is a zoning permit application. This is required to be filled out with every building permit application. There is a \$10.00 fee for this.

* A detailed plot plan of the property showing the proposed project must accompany this application. It must show all existing structures and distances between these and the project along with the distances between the project and the property boundary lines. Your failure to supply this will delay in the issuance of the permit.

If your application does not meet the established zoning regulations you will need to apply for a special permit. The fee for this is \$25.00, and the process can take up to three months to complete. The clerk can supply you with more information on this process.

If you have questions concerning this application please contact David Kuehnle at (315) 866-6313.

Sincerely

David Kuehnle
Zoning Officer

Application for Zoning Permit

TOWN OF MANHEIM

Application No.: Date of Application:

Address (Proposed Job Site)

Tax Map Description:

Nature of Work: New Building: Repair Demolition:

Addition: Alteration

Other (Specify):

Date Work to Commence:

Lot Size: sq. ft. or acres. Habitable Living Area sq. ft.

Yards (in feet): Front: Rear: Side: Side:

Lot Coverage: sq. ft.; per cent. Maximum Building Height ft.

Accessory Structures:

Existing Use and Occupancy:

Proposed Use and Occupancy:

Zoning District: Is existing use permitted? Is proposed use permitted?

If existing or proposed use is allowed under existing or petitioned special permits, or if a change of zone, variance, or interpretation of the zoning ordinance is involved, please identify (include Nos. and dates if available):

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Owner's Name, Address Phone

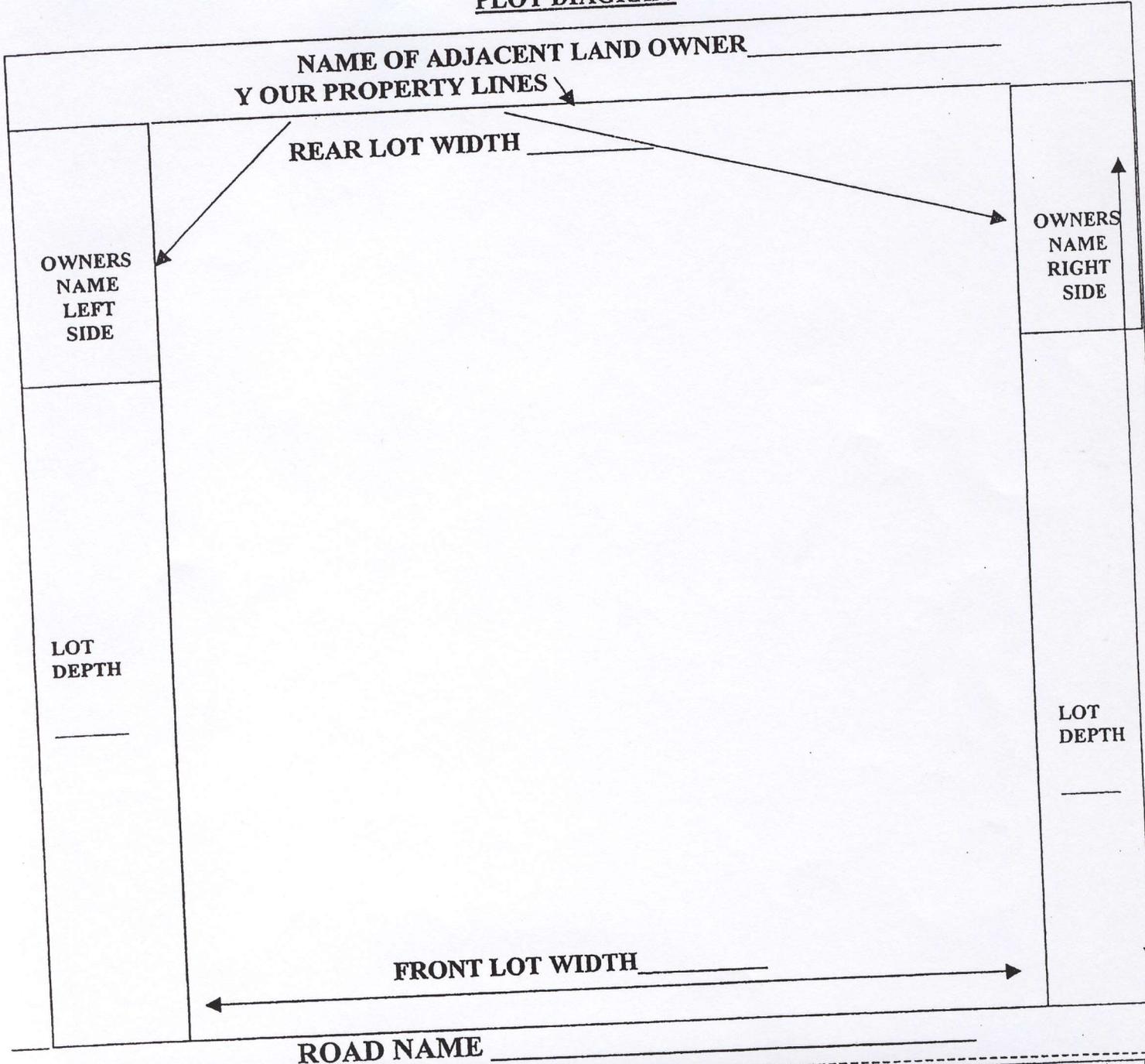
Applicant's Name, Address Phone

Signature of Applicant

Use the space below or attach a separate sheet to show the location of the proposed building(s) in relation to all roads public or private, distance proposed building is from all bodies of water, the location of all wells and septic systems, existing and proposed, the distance between buildings and give the road name as well as the names of all adjacent landowners. Also show the lot width and depth, and show the distance of proposed building(s) to all property lines.

NOTE: GIVE THE DISTANCE OF ALL WELL AND SEPTIC SYSTEMS ON NEIGHBORING PROPERTIES TO YOUR PROPOSED WELL/SEPTIC IF CLOSER THAN 150FT.

PLOT DIAGRAM



THIS AREA REPRESENTS THE ROAD IN FRONT OF YOUR PROJECT. SHOW DRIVEWAY

**LOCAL APPROVAL
ACKNOWLEDGMENT**

**I HEREBY CERTIFY AND ACKNOWLEDGE THAT THE LOCATION
ON MY PROPERTY IN WHICH I INTEND TO BUILD AS DESCRIBED
ON THE PLOT PLAN SUBMITTED BY ME IS ACCURATE AND
MEETS ZONING REGULATIONS. I ALSO ACKNOWLEDGE IT IS MY
RESPONSIBILITY TO KNOW MY PROPERTY BOUNDARIES.**

SIGNATURE OF PROPERTY OWNER OR AGENT

DATE _____