

**Borough of East Stroudsburg**

Zoning & Codes Department

24 Analomink Street, East Stroudsburg, PA 18301

Telephone: (570) 421-8300

www.eaststroudsburgboro.org**ZONING PERMIT APPLICATION**

(Please Print Clearly & Legibly)

★APPLICATION FEES MUST BE PAID AT TIME OF APPLICATION SUBMITTAL★**ALL SECTIONS MUST BE COMPLETED****LOCATION INFORMATION**

OWNER'S NAME:

LOCATION ADDRESS:

PID:

TAX MAP #:

TYPE OF PERMIT REQUESTED

PROPOSED WORK:

☐ERECT ACCESSORY
STRUCTURE☐

CHANGE OF USE

☐SITE ALTERATION/
DRIVEWAY☐

ADDITION

☐

ERECT/ALTER SIGN

☐

DECK/PATIO

☐

PARKING

☐

FENCE

☐

SWIMMING POOL

☐

OTHER (SPECIFY):

MUST BE COMPLETED**ZONING INFORMATION**

ZONING DISTRICT (Circle One): R-1, R-2, R-3, S-1, C-1, C-2, C-1A, C-1B, I-M, I-U, I-UA, I-E, OM-1

PRESENT USE OF PROPERTY:

PROPOSED USE OF PROPERTY WITH DESCRIPTION OF CONSTRUCTION, ALTERATION, ETC:

IF ADDING STRUCTURE, HEIGHT OF PROPOSED STRUCTURE:

PERCENTAGE OF BUILDING & LOT COVERAGE:

NOTES (Use for Additional Explanation/Information)

[illegible]

ADDITIONAL REQUIREMENTS
1. Water & sewer allocation fees will be charged if a change of use, addition, or expansion results in additional usage.
2. Applications must include the appropriate requirements according to Chapter 157, Zoning, of the East Stroudsburg Code. These include, but are not limited to, the following: parking, landscaping, lighting, Table of Use Regulations, & Table of Bulk Regulations.
3. The following zoning permit requests require a supplemental application: <ul style="list-style-type: none">• Sign (Temporary & Permanent)• Shed• Driveway• Curb & Sidewalk
4. A Plot/Site Plan is required. The Plan shall: <ul style="list-style-type: none">• Be drawn to scale. The proposed improvement location, dimensions, and distance to property lines must be drawn so that the indicated dimensions can be measured with a ruler or scale to confirm the dimension is accurate and other features not dimensioned can be measured on the plan.• Clearly show property boundary lines and property corner markers existing on the ground. If property corners are not present, it is not possible to verify setbacks for any existing or proposed improvements. A survey may be necessary to establish property corners.• Show locations of all existing improvements, with dimensions and distance to property lines. These improvements include, but are not limited to: houses, carports, buildings, sheds, swimming pools, decks, patios, fences, driveways, rights-of-way, parking spaces, isleways, walkways, sidewalks, existing adjacent streets and alleys, including pavement width, rights-of-way, and road names, adjacent property lines, including landowner names, and ingress and egress widths.• Show locations and names, if any, of existing man-made or natural features, including, but not limited to, watercourses and lakes, known or suspected wetlands, rock outcrops and stone fields, wooded areas and tree masses, floodplains, septic systems, wells, utilities, steep slopes, easements, and restrictive covenants. If site grading is proposed, show existing contours.• Landowner name and address (if a business property, include the names and addresses of the corporation's officers and major stakeholders).
5. The Zoning Officer has thirty (30) days to review and respond to all applications.

Borough of East Stroudsburg, Code of Ordinances, Chapter 157, Zoning
The Borough's Zoning Code, as well as Tables of Use and Zoning Map, can be viewed online at the Borough's website: www.eaststroudsburgboro.org .

IDENTIFICATION
OWNER
NAME:
ADDRESS:
PHONE:
EMAIL:
APPLICANT / TENANT
NAME:
ADDRESS:
PHONE:
EMAIL:
GENERAL CONTRACTOR
NAME:
ADDRESS:
PHONE:
EMAIL:
AFFIDAVITS
Please read, check all boxes that apply, and sign below.
<input type="checkbox"/> I certify that I am the owner in fee. <input type="checkbox"/> I, the owner of this property, will be the only person working on this project. If I have to hire a contractor I understand that they must supply the Borough with a Worker's Compensation Certificate or a notarized affidavit stating that they do not fall under the requirements for Worker's Compensation. <input type="checkbox"/> I acknowledge that I, or the Applicant, will pay for all engineering review fees according to the current fee schedule (available at the Borough Front Desk). <input type="checkbox"/> I acknowledge that if I, or the Applicant, proceed with construction within thirty (30) days after the issuance of a permit, it is done so at my own risk. Aggrieved parties have thirty (30) days to file an appeal from the granting of any permit by the Zoning Officer, Zoning Hearing Board, Codes Appeal Board, and Borough Council. <input type="checkbox"/> I affirm that I, or the Applicant, will call for all scheduled inspections and that a Certificate of Occupancy is required before any property is occupied or used within the Borough.
The owner of this property agrees to conform to all applicable laws of this jurisdiction.
OWNER NAME (Please Print):
OWNER SIGNATURE:
DATE: