

**ELK TOWNSHIP, CHESTER COUNTY, PA
PROCEDURES FOR APPLICATION
FOR A ZONING PERMIT**

A Zoning Permit shall be required prior to:

- A change in use of land or buildings.
- A change in the principal use or extension or enlargement of a nonconforming use.
- An application for development or disturbance within the Floodplain Conservation District.
- Construction or placement of a structure.
- Submission of an application for a Building Permit.

All applications for Zoning Permits shall be accompanied by the following:

- Three (3) copies of the approved land development and/or plot plan together with any other data and information required by the Zoning Officer to evaluate compliance with the Elk Township Zoning Ordinance and other existing statutes.
- Three (3) copies of detailed architectural plans for any proposed building or structure under application.
- Wherein the disturbance or movement of earth is contemplated, a soil and erosion control plan with an accompanying narrative prepared by a qualified person for review and approval by the Township Engineer, or, when applicable, a copy of the permit issued by the Pennsylvania Department of Environmental Protection approving earth moving operations. The standards set forth in the Stormwater Management Section of the Township Subdivision and Land Development Ordinance shall apply.
- Permits or certifications from the appropriate agency for the provision of a healthful water supply, disposal of sewage and other wastes, and control or objectionable effects as well as any other appropriate, lawful permits as may be required by statute.
- Additional copies of any information that may be required by the Zoning Officer.
- All applicable Penn DOT Permits.

No application for Zoning Permit is complete until all necessary documents have been filed and fees have been paid.

Permits shall be granted or refused within thirty (30) days upon satisfaction of the Township that all supplemental information has been supplied.

PLEASE CONTACT TOWNSHIP ZONING OFFICER/BUILDING CODE OFFICIAL SCOTT MORAN AT 610-637-1003 IF YOU HAVE ANY QUESTIONS.