



1211 NORTH 5TH ST.  
STROUDSBURG, PA 18360  
570-421-3362

# Zoning Permit Application

Application is hereby made for a permit in conformity with requirements of Chapter 27 of the Code of Ordinances of the Township of Stroud, including amendments. A building permit may also be required.

## I. LOCATION INFORMATION

Owner: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Email: \_\_\_\_\_  
Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Email: \_\_\_\_\_  
Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Email: \_\_\_\_\_

## II: PROJECT DESCRIPTION

Property Location: \_\_\_\_\_ Tax Map #: \_\_\_\_\_  
Zoning District: \_\_\_\_\_ Cost \$: \_\_\_\_\_ Lot Area: \_\_\_\_\_

Commercial       Residential

Description of work: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*Applications for Home Occupation require Home Occupation Questionnaire  
\*Applications for Signs require Signs Questionnaire

## III: CHARACTERISTICS

Length: \_\_\_\_\_ Width: \_\_\_\_\_ Height: \_\_\_\_\_  
Setbacks: Front: \_\_\_\_\_ Rear: \_\_\_\_\_ Side: \_\_\_\_\_ Side: \_\_\_\_\_ From Water Course: \_\_\_\_\_  
Slope:  < 15%    15%-30%    > 30%  
Ground Coverage \_\_\_\_\_%      Will Wetlands be Disturbed?  Yes  No  
Earth Disturbance: \_\_\_\_\_ Sq Ft      Land Development Needed:  Yes  No

DIMENSIONS		SEWAGE DISPOSAL	WATER SUPPLY	PARKING SPACES
1. Stories: _____	3. Bedrooms: _____	1. <input type="checkbox"/> Public	1. <input type="checkbox"/> Public:	1. Enclosed: _____
2. Sq Ft: _____	4. Bathrooms: _____	2. <input type="checkbox"/> Private	2. <input type="checkbox"/> Private:	2. Outdoors: _____

## IV: IDENTIFICATION

I hereby authorize the Township Staff to perform inspections related to this application as may be required between the hours of 8 AM and 5 PM. The applicant, and owner, understands and agrees to comply with the Performance and Environmental Standards of the Stroud Township Zoning Ordinance, as amended. The applicant further understands that the Township has thirty (30) days to act upon this application from the date of receipt of a completed application. All information supporting this application shall become part of the records of Stroud Township, cannot be returned, and may be examined by the public at any time during the normal working hours of the Stroud Township Offices.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Print Name and Title: \_\_\_\_\_  
Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Print Name and Title: \_\_\_\_\_

**All items below this line to be completed by Stroud Township**

Application #: \_\_\_\_\_ Submission Date: \_\_\_\_\_  
Zoning Fee: \_\_\_\_\_      MCCD Notified:     Yes  No  
Building Codes Required:    Yes  No      Building Codes Submitted:    Yes  No



**Stroud Township**  
**1211 North Fifth Street, Stroudsburg, PA 18360**  
**Phone: (570) 421-3362 Fax: (570) 421-3240**

**REQUIREMENTS FOR ZONING PERMIT – PLOT PLAN SUBMISSION**

**When constructing a single family dwelling, include:**

- Property dimensions
- Dimensions of proposed building
- Elevation plan of proposed building
- Distance of proposed work from property lines and street
- Application for driveway permit if driveway is accessed from Township road
- Septic permit if on-site supply (if central tie-in, check with Sewer Authority for hook-up)
- Slopes on lot (2' contour lines may be required)

**When constructing an addition, porch, deck, shed, etc., include:**

- Property dimensions
- Dimensions of existing building
- Dimensions of proposed work
- Elevation of building/structure above grade level
- Distance of proposed work from property lines, street and existing principle building
- Slopes on lot (2' contour lines may be required)

**When applying for a change of use or new use permit, include:**

- Description of proposed use(s)
- Description of existing use (if available)
- Floor plan of area designating square footage of proposed use(s)
- Number of employees
- Number of seats (when applicable)
- Number and location of parking spaces
- If use is temporary, length of time the use will take place

**When applying for a sign permit, include:**

- Type of sign (ground, wall, projecting, roof, temporary, directional)
- Dimensions of sign
- Location of sign on property
- Sketch of sign with exact lettering, logos, colors
- Existing signs for the applicant business on the property
- If sign is temporary, length of time the sign will be erected
- Lighting of sign, if any

**To Print Plot Plan:**

- Visit <http://www.monroecountypa.gov>
- Click "Public GIS Search" under Frequently Requested
- Click "[Public GIS Search](#)"
- Click "Agree"
- Select "Tools" (left side of screen)
- Click "Address Search"
- Enter Address
- Click "Search"
- Select Correct Address (Look at Municipality)
- Click the "+" sign on left until the measurement legend (bottom left)
- Click Print (top right)
- Click Print Preview
- Click Send to Printer Button

