



Zoning Application Submittal Checklist

1. A COMPLETE ZONING APPLICATION SHALL CONSIST OF ALL OF THE FOLLOWING:

<input type="checkbox"/>	Full payment of the zoning application fee
<input type="checkbox"/>	Copy of receipt of payment
<input type="checkbox"/>	Original Tax certificate
<input type="checkbox"/>	Deed of the subject property
<input type="checkbox"/>	A survey map with a complete narrative metes and bounds description of such boundaries (only if property is not subdivided)
<input type="checkbox"/>	Notarized authorization letter from the owner (if the application is signed by the representative and/or buyer)
<input type="checkbox"/>	Copy of Certificate of Formation Limited Liability Company (if applicable)
<input type="checkbox"/>	Copy of driver's license or identification card of applicant, all owners, and representative
<input type="checkbox"/>	Copy of Property Sale Agreement/Contract (if buyer is the applicant)