

SCHEDULE VII - PERMIT
FORM EXAMPLES

**SCHEDULE VII
PERMIT FORM EXAMPLES**

**TOWN OF ORANGEVILLE
CERTIFICATE OF NON CONFORMING USE**

In accordance with Article VII of the Zoning Law of the Town of Orangeville, the lawful use of land or buildings existing at the date of adoption of the Zoning Law may be continued although such use or building does not conform to the regulations specified by the Zoning Law for the zone district in which such land or building is located. A non conforming use must be maintained in full compliance with Article VII of the Town of Orangeville Zoning Law.

Property Owner: _____			
Address: _____			
(City)	(State)	(Zip Code)	
Phone: (____) _____			
Zoning District of Property: ☐ LDD ☐ MDD ☐ CRD ☒ M-H ☐ C ☒ I ☐ P-B			
Description of the Non Conforming Use: ☐ Building ☐ Land			
*** ** Photos Must Be Attached Documenting the Existing Non Conforming Use *** **			

A Certificate of Non Conforming Use is hereby issued for the above described non conforming use. It does not relieve the certificate holder of the responsibility of complying with the balance of the Town of Orangeville Zoning Law.

I hereby certify that I have read, examined and understand that this certificate documents the non conforming use occurring on my property and know the same to be true, correct and to the best of my knowledge.

Signature of Certificate Holder

Print Name/Title

Dated: _____

Signature of Zoning Officer

Print Name/Title

Dated: _____

For Office Use Only:

COPIES: ☐ Certificate Holder ☐ Zoning Officer ☐ Town Clerk

**TOWN OF ORANGEVILLE
CERTIFICATE OF USE APPLICATION**

In accordance with Article III, Section 302(C) of the Zoning Law of the Town of Orangeville, it is unlawful to use or occupy or permit the use of occupancy of any building or premises, or both, or part thereof hereafter created, changed, converted or wholly or partly altered in its use until a Certificate of Use shall be issued by the Zoning Officer stating that the proposed use of the building or land conforms to the requirements of the Zoning Law of the Town of Orangeville.

Application Date: _____	Application No.: _____
Business Operator/Owner: _____	
Business Address: _____	
(City)	(State)
(Zip Code)	
Business Phone: (____) _____ - _____	Zoning Classification of Property: _____

Description of type of Business: _____

☐ Office ☐ Home Office ☐ Retail ☐ Warehouse ☐ Wholesale
Total Sq. Ft. of Residence: _____ # of Non-Resident Employees: _____
Total Sq. Ft. Dedicated to Business: _____ # of Parking Spaces Provided: _____

A Certificate of Use, issued based upon the above information, authorizes the above-listed type of business and no other. It does not relieve the designated permit holder of the responsibility of obtaining the approvals of other applicable state and county agencies.

I hereby certify that I have read, examined and understand this application and know the same to be true, correct and to the best of my knowledge.

Signature of Applicant: _____ Date: _____
Print Name/Title: _____

For Office Use Only:

Application Reviewed: ☐ Yes ☐ No By: _____ Date: _____
Application Approved: ☐ Yes ☐ No By: _____ Date: _____
Application Fee Paid: ☐ Yes ☐ No If yes, amount: \$ _____
Comments: _____

COPIES: ☐ Applicant ☐ Zoning Officer ☐ Planning Board Chairman ☐ Town Clerk

**TOWN OF ORANGEVILLE
SPECIAL USE PERMIT APPLICATION**

In accordance with Article III, Section 302(D) of the Zoning Law of the Town of Orangeville, upon written direction of the Planning Board, the Zoning Officer is hereby empowered to issue a special use permit as provided for by the Zoning Law of the Town of Orangeville. A special use permit shall authorize only one (1) particular special use. The special use permit shall expire if the use shall cease for more than one (1) year for any reason.

Application Date: _____	Application No.: _____
Applicant _____	
Address: _____	
(City)	(State) (Zip Code)
Home Phone: (____) _____ - _____	
Property Owner: _____	
Property Owner's Address: _____	
(City)	(State) (Zip Code)
Property Owner's Phone: (____) _____ - _____	
Zoning Classification of Property: _____	Tax Map No.: _____
Present Use of Property: _____	
Reasons for Special Use Permit request: _____	

Requested length of time/hours of operation: _____	
Any signs/structures being used: ☐ Yes ☐ No If yes, describe: _____	

A Special Use Permit, issued based upon the above information, authorizes the above-listed special use requested and no other. It does not relieve the designated permit holder of the responsibility of obtaining the approvals of other applicable state and county agencies.

I hereby certify that I have read, examined and understand this application and know the same to be true, correct and to the best of my knowledge.

Signature of Applicant: _____ Date: _____

Print Name/Title: _____

For Office Use Only:

Application Reviewed: ☐ Yes ☐ No By: _____ Date: _____

Application Approved: ☐ Yes ☐ No By: _____ Date: _____

Application Fee Paid: ☐ Yes ☐ No If yes, amount: \$ _____

Comments: _____

COPIES: ☐ Applicant ☐ Zoning Officer ☐ Planning Board Chairman ☐ Town Clerk

TOWN OF ORANGEVILLE ZONING PERMIT APPLICATION

In accordance with Article III, Section 301 of the Zoning Law of the Town of Orangeville, the Zoning Officer is empowered to issue a zoning permit for any plans regarding the construction or alteration or demolition of any building or part of any building, or the change in the use of any land area or part thereof, where it is determined that such plans are not in violation of the provisions of the Zoning Law of the Town of Orangeville.

Application No.: _____	Application Date: _____
Tax Map No.: _____	
Owner: _____	Phone Number: _____
Address: _____	
(Street)	(City) (State) (Zip Code)

Present Use of Land: _____ Intended Use of Improvements: _____

Type of Work: ☐ Garage ☐ Sign ☐ Driveway ☐ Sidewalk ☐ Home/Addition
☐ Fence ☐ Barn ☐ Porch/Deck ☐ Parking Lot ☐ Other: _____

I propose to do the following work: _____

Plans (required) Attached: ☐ Yes ☐ No Number of Sheets: _____ Value of Work: \$ _____
Survey Map (required) Attached: ☐ Yes ☐ No

A Zoning Permit, issued based upon the above information, authorizes the above-listed type of work and no other. It does not relieve the designated permit holder of the responsibility of obtaining the approvals of other applicable state and county agencies.

I hereby certify that I have read, examined and understand this application and know the same to be true, correct and to the best of my knowledge.

Signature of Applicant: _____ Date: _____
Print Name/Title: _____

For Office Use Only:

Application Reviewed: ☐ Yes ☐ No By: _____ Date: _____
Application Approved: ☐ Yes ☐ No By: _____ Date: _____
Application Fee Paid: ☐ Yes ☐ No If yes, amount: \$ _____
Comments: _____

COPIES: ☐ Applicant ☐ Zoning Officer ☐ Assessor ☐ Village Clerk
☐ Planning Board & ZBA Chairman(s)

**TOWN OF ORANGEVILLE
TEMPORARY USE PERMIT APPLICATION**

In accordance with Article III, Section 302(B), and upon written direction of the Planning Board of the Town of Orangeville, the Zoning Officer is hereby empowered to issue a temporary use permit. A temporary use permit shall only be effective for a period of not to exceed six (6) months. Said permit may be extended by the Zoning Officer, not more than once, for an additional period not to exceed six (6) months.

Application Date: _____	Application No.: _____
Tax Map No.: _____	Zoning Classification of Property: _____
Owner: _____	Phone Number: _____
Address: _____	City, State, Zip: _____

1. State the specific temporary use requested and why it is needed: _____
2. Does the request involve the temporary use of mobile or manufactured home during construction of a permanent residence? ☐ Yes ☐ No
3. Is the requested use intended to be temporary? ☐ Yes ☐ No
4. Specify the time period requested for the temporary use, including the starting date: _____

A Temporary Use Permit, issued based upon the above information, authorizes the above-listed type of temporary use and no other. The applicant is aware that application for necessary permits must be made within thirty (30) days of the issuance of the temporary use permit and that failure to apply for necessary permits within that time renders the temporary use permit null and void.

I hereby certify that I have read, examined and understand this application and know the same to be true, correct and to the best of my knowledge.

Signature of Applicant: _____ Date: _____
Print Name/Title: _____

For Office Use Only:

Application Reviewed: ☐ Yes ☐ No By: _____	Date: _____
Application Approved: ☐ Yes ☐ No By: _____	Date: _____
Application Fee Paid: ☐ Yes ☐ No If yes, amount: \$ _____	
Comments: _____	

COPIES: ☐ Applicant ☐ Zoning Officer ☐ Planning Board Chairman ☐ Town Clerk