

## Town of Berlin

### To Be Submitted With Building Permit Application For Zoning Review

*The following information is required to be submitted for zoning compliance review of the following building permit applications. Failure to submit information necessary for zoning review may result in delayed processing and/or denial of the application. You will be notified if additional information is necessary.*

Best contact for zoning questions relating to this application:

NAME: \_\_\_\_\_

EMAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_

- All Applications for additions require fully dimensioned plot plan and elevations for the proposed construction.
- Improvements are to be drawn to scale on the plot plan and include the distance to property lines and nearest structure(s) on each side of the proposed improvement.

<b>Exterior Mechanical or Fuel Tanks</b>	
Is the unit ground mounted?	Y / N
Distance from exterior wall: _____ Feet	
Distance from property line: _____ Feet	
Is the unit roof mounted?	Y / N
Is this a like for like replacement: SIZE	Y / N
LOCATION	Y / N
*Commercial installation may require PZC review	
*Will the unit displace any parking?	Y / N

<b>Residential Rooftop Solar</b> (per BZR §IV.A.24)	
Roof exposures with solar panels: N S E W	
Front Right Side Left Side Rear	
Will the panels be visible from the street or other public right of way?	Y / N
Roof color: _____ Siding color: _____	
Trim color: _____ Solar Panel color: _____	
Are the panels: fixed _____ or rotational _____	
Will they be mounted parallel to roof's surface?	Y / N
Will installation exceed ridge height?	Y / N

<b>Signage</b>	
Is this a new business/tenant at this location?	Y / N
If Yes; has a CERTIFICATE OF ZONING COMPLIANCE been submitted and issued?	Y / N
(If not ó please contact the zoning office for paperwork and to make sure the location is approved for your use.)	
Style and Quantity of Sign(s) for this application:	
<input type="checkbox"/> Freestanding _____	<input type="checkbox"/> Wall _____
Size _____	Size _____
Will it be illuminated?	Y / N
Type of illumination _____	
UL information may be required by building inspector	
Tenant Frontage: _____	
Building Height: _____	
List all existing signage for this tenant _____*	
Is this a multi-tenant property?	Y / N
Are there existing signs on the property*	Y / N
*Attach summary sheet and photos if necessary	

<b>Additions or Finished Space Within Existing Footprint</b>	
Distance to adjacent property lines for any upward expansion to be shown on plot plan.	
Are new/ additional plumbing fixtures being installed?	Y / N
Explain: _____	
Number of bedrooms created _____	
For roof line changes ó height created: _____ feet	
Will the construction result in an increased building height?	Y / N
Will the proposed work result in an additional dwelling unit on the property?	Y / N
<i>Dwelling unit: a room or group of rooms located within a dwelling and forming a single habitable unit with facilities which are used, arranged or designed to be occupied for living, sleeping, cooking and eating and including separate kitchen facilities and bathroom facilities.</i>	