

**Borough of Lehigh**  
**Codes & Zoning Department**  
One Constitution Avenue, Lehigh, PA 18235  
Tel: (610)377-4002

**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
- 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

**SEE REVERSE SIDE FOR SAMPLE PLOT PLAN**

**SAMPLE PLOT PLAN**

