

HONEY BROOK TOWNSHIP

RURAL OCCUPATION ANNUAL COMPLIANCE CHECKLIST INSTRUCTIONS

Rural Occupations are subject to the regulations outlined in Section 27-1033.H. of the Township Code of Ordinances, available on the Township website, www.honeybrooktwp.com. If you require a hard copy of these regulations, please contact the Township Administration Office at 610-273-3970.

Please read everything carefully and fill out the checklist on page 3 per the instructions below:

1. Provide the Property Owner's Name for the site of the occupation.
2. Provide the Address of the Property on which the Rural Occupation is located.
3. Provide the Rural Occupation Owner's Name if it differs from Item #1 above.
4. Provide the Rural Occupation Owner's Address if it differs from Item #2 above.
- 5a. Phone Number: please provide the best phone number to contact the Rural Occupation operator.
- 5b. Email Address: provide only if one is available. If one does not apply, please put "n/a" (this stands for "not applicable").
6. Please provide the name of the Rural Occupation (Business Name) & the business type (per the approved 13 types listed in Section 27-1033.H.7. of the Township Code of Ordinances.
7. Please circle the answer that applies to this question. In the blank, please provide the name and relationship of the person to you. If you live at the location of the Rural Occupation, please put "self" in the blank.
8. Please circle the answer that applies to this question. In the blank, please provide the name and relationship of the person to you. If you own the property on which the Rural Occupation operates, please put "self" in the blank.

Please note that if you circle "no," a letter of permission is required to accompany the renewal checklist.
9. Please indicate the number of non-family members who are engaged in the Rural Occupation. If none, please put "0".
- 10a. The Principal Building is the primary building that houses the Rural Occupation. Please provide dimensions (example, 20x30) or area in square feet.
- 10b. If a diesel shed provides power to the Rural Occupation, please provide dimensions or area in square feet. If this does not apply, please put "n/a".
- 10c. If a storage building is used for the Rural Occupation, please provide dimensions or area in square feet. If this does not apply, please put "n/a".
11. Please provide the total land area devoted to the Rural Occupation, including buildings, parking, outdoor storage, and/or power building. Provide information in either square feet or acres.
12. Please circle the answer that applies to this question. If yes, please note the maximum height of the materials, products, waste/scrap by-products, or supplies stored outside. If no, please leave blank.
13. Please circle the answer that applies to this question. If yes, describe how the chemicals are stored. If no, please leave blank.

14a. Please circle the answer that applies to this question. If yes, please provide the answers in blanks 14b and/or 14.c. If No, leave 14b. and 14c. blank.

15. Please circle the answer that applies to this question. If yes, please provide the Size of the retail area in dimensions or square feet.

16. Please provide the days and hours of operation (i.e. Monday-Friday, 10 am to 5 pm). The answer must comply with the standards in Section 27-1033.H.10.m. of the Township Code of Ordinances.

17. Please circle the answer that applies to this question. If yes, please describe in detail the changes in your Rural Occupation operations since last year. If no, please leave blank.

If you have forgotten the information from the original application, please contact the Township Administration Office to request a copy to be provided to you. Normal duplication charges will apply.

Please return the checklist (page 3) along with the renewal fee (Check made payable to "Honey Brook Township") and return to:

Honey Brook Township
P.O. Box 1281, 500 Suplee Road
Honey Brook, PA 19344

HONEY BROOK TOWNSHIP
ANNUAL COMPLIANCE CHECKLIST FOR RURAL OCCUPATION
Calendar Year _____ Permit # _____

Twp Use Only
- Date Rec'd

Instructions: fill out this form and return with the fee to Honey Brook Township, P.O. Box 1281, Honey Brook, PA 19344

1. Property Owner Name: _____
2. Property Address: _____
3. Rural Occupation Owner Name (if different): _____
4. Rural Occupation Owner's Mailing Address (if different): _____
- 5a. Phone: _____ 5b. Email: _____
6. Rural Occupation Name & Business Type _____
7. Do you or an immediate family member live at the location of the rural occupation? (circle) yes / no
State Name / Relationship _____
8. Do you or an immediate family member own the lot on which the rural occupation is conducted? (circle) yes/no
State Name/Relationship _____
9. How many non-family members are engaged in the rural occupation? _____
- 10a. Principal Building Size _____ 10b. Power Building Size _____ 10c. Storage Building Size _____
11. Appx. Land Area devoted to Rural Occ. (buildings, parking, outdoor storage, etc.) _____
12. Do you store any materials, products (to include finished pieces), waste/scrap by-products or supplies
outside? (circle) yes / no Maximum storage height _____
13. Do you store any hazardous chemicals? (circle) yes / no
Describe storage _____
- 14a. Do you have a vehicle or trailer used for the rural occupation? (circle) yes/no
- 14b. # Vehicles and # rear axles on each _____ 14c. # Trailers _____
15. Do you conduct retail sales of products on site? (circle) yes* / no *If yes, Size of Retail Area _____
16. What are your days and hours of operation? _____
17. Has there been any change to your operation from what you described in your original application?
(circle) yes** / no **If yes, Explain: _____

By my signature on this annual compliance checklist, I agree to conform to all requirements of Section 27-1033.H. of the Zoning Ordinance and regulations of applicable governmental agencies and authorize the zoning officer to inspect the use as necessary.

Signed: _____ Date: _____

Office Use Only

Approved by: _____ Date: _____ Fee: _____
Signature
Zoning District: _____ Tax Parcel Number: _____ Paid by: cash _____
check # _____