

## ZONING PERMIT

Application Number: \_\_\_\_\_ Date: \_\_\_\_\_ Fee: \$35.00

### TYPE OF APPLICATION

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Adding a New Use to a Property<br><input type="checkbox"/> Commercial Addition<br><input type="checkbox"/> Continuing/Changing the Use of a Property/Structure<br><input type="checkbox"/> Deck/Balcony<br><input type="checkbox"/> Fence/Retaining Wall*<br><input type="checkbox"/> Home Occupation<br><input type="checkbox"/> Interior Remodeling (Commercial/Residential) | <input type="checkbox"/> New Accessory Structure<br><input type="checkbox"/> New Commercial Business<br><input type="checkbox"/> New Ownership of a Property/Business<br><input type="checkbox"/> New Residence<br><input type="checkbox"/> Porch<br><input type="checkbox"/> Private Garage<br><input type="checkbox"/> Other: _____ | <input type="checkbox"/> Residential Addition<br><input type="checkbox"/> Signs<br><input type="checkbox"/> Storage Shed<br><input type="checkbox"/> Swimming Pool/Hot Tub**<br><input type="checkbox"/> Zoning Determination |
|---|---|---|

With this application you are required to submit two (2) copies of a current survey/site plan and one (1) set of construction plans. Survey's must show the existing conditions and exact location of physical features including metes and bounds, drainage, waterways, specific utility locations and easements, all drawn to scale. All surveys *must* be prepared by a New Jersey State licensed land surveyor. Survey information may be transposed to a site plan if the date of the survey and by whom and for whom it was prepared is noted on the site plan. Vegetation, general flood plain determinations or general location of existing utilities, buildings or structures may be shown by an architect, planner, engineer, land surveyor, certified landscape architect or other person acceptable to the reviewing governmental body. On all plans you are responsible for showing the actual shape and dimensions of the lot to be built upon, the exact location, size and height of all existing and proposed structures and substructures (drawn to scale), the number of dwelling units the structure is designed to accommodate, the number and location of off-street parking spaces and off-street loading areas and such other information with regard to the lot and neighboring lots as may be necessary to determine and provide for the enforcement of this Ordinance. A proposed grading plan shall be submitted for any retaining wall, construction in a steep slope area (or area abutting a steep slope), any building addition, new dwelling, swimming pool, or any work that would change the existing grading or drainage patterns at the discretion of the engineer. If you are using a business/corporation name, submit a copy of your certification of corporation or partnership interest pursuant to N.J.S.A. 40:55D-48.1 et seq.

\*Indicate location, height, and type of fence on survey/plot plan.

\*\*Pools require a fence. Please indicate type, height, and area of fence and location of filter.

**ALL APPLICATIONS WITHIN THE HD ZONING DISTRICT REQUIRE HPC APPROVAL.**

**IF ANY OF THE REQUESTED INFORMATION IS SUBMITTED INCOMPLETE, THEN THIS APPLICATION SHALL BE RETURNED UNPROCESSED.**

**(PLEASE PRINT CLEARLY)**

1. Location of property for which zoning permit is desired:

Street Address: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_ Zone: \_\_\_\_\_

2. Applicant Name: \_\_\_\_\_ Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

3. Property Owner's Name: \_\_\_\_\_ Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_

Property Owner's Address: \_\_\_\_\_

4. Present Approved Zoning Use of the Property: \_\_\_\_\_

5. Proposed Zoning Use of the Property: \_\_\_\_\_

6. Describe in detail the activity or activities you are proposing. If you are proposing construction, then describe in detail the dimension and setbacks. If you are proposing a use, then describe the proposed use. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**7. Has the above referenced premises been the subject of any prior application to the ZONING BOARD OF ADJUSTMENT or PLANNING BOARD?**

Yes \_\_\_ No \_\_\_ If Yes, state date: \_\_\_\_\_

**Board:** \_\_\_\_\_ **Resolution # (if any):** \_\_\_\_\_ **(submit a copy of the Resolution)**

40:55D-68.3. Penalty for false filing. Any person who knowingly files false information under this act shall be liable to a civil penalty not to exceed \$1,000 for each filing. Any penalty imposed under this section may be recovered with costs in a summary proceeding pursuant to "the penalty enforcement law," N.J.S.2A:58- 1 et seq.

Adopted. L. 1989, c. 67, §3, effective April 14, 1989. The applicant certifies that all statements and information made and provided as part of this application are true to the best of his/her knowledge, information and belief. Applicant further states that all pertinent municipal ordinances, and all conditions, regulations and requirements of site plan approval, variances and other permits granted with respect to said property, shall be complied with. All zoning permits will be granted or denied within ten (10) business days from the date of complete application.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Applicant's Name

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Owner's Name

----- FOR OFFICE USE -----

Fee date: \_\_\_\_\_ Check#: \_\_\_\_\_ Cash: \_\_\_\_\_

Received by: \_\_\_\_\_ Receipt#: \_\_\_\_\_

COMMENTS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
George Waterman, Zoning Officer  
Dawn Crozier, Assistant Zoning Officer

\_\_\_\_\_  
Date

If any boxes are check below, then approvals are required from other departments.

Construction Department Approval Required: Yes  No

Department of Engineering Approval Required: Yes  No

Historic Preservation Commission Approval Required: Yes  No