



ROBBINSVILLE TOWNSHIP PLANNING AND ZONING OFFICE
2298 Route 33 • Robbinsville, NJ 08691 • 609-259-3600 • fax
609-259-2128

ZONING PERMIT APPLICATION

Per Section 142-12 of the Robbinsville Land Use Ordinance, a Zoning Permit must be obtained prior to the erection, restoration, addition to, or alteration of any structure within the Township of Robbinsville, prior to the issuance of a building permit. Please be sure to complete both pages of this application. The zoning officer has 10 business days to review.

Date of Application: _____ Block: _____ Lot: _____ Zone: _____

Property Address: _____

Property Owner Name: _____

Owner Address (if different from property): _____

Applicant Name (if different from owner): _____

Contact Phone #: _____ Applicant Email (required) : _____

- Description of proposed work:** Commercial \$100.00 Sheds & Fences \$25.00
 Residential \$50.00 Sign (per each sign) \$25.00

Brief project description (provide type of proposed use, building or structure, dimensions, materials, etc.):

I hereby certify that the property owner or authorized by the property owner to make this application. I understand that if any of the above statements are willfully false, the permit may be revoked, and a penalty may be issued.

Applicant Name (print): _____ Signature: _____

FOR TOWNSHIP USE ONLY

Paid Amount: _____ Cash Check Permit # _____

Approved Denied Signature: _____ Date: _____

Comments:

APPLICATION INSTRUCTIONS

1. A copy of the approval permit and supporting documents will be **emailed** to provided email address (owner and applicant) and no physical copy will be mailed to the applicant nor the property owner unless requested:

I request a physical copy of the zoning permit to be mailed as follows:

Property address YES NO
Mailing address YES NO

2. All applicants must submit appropriate non-refundable application fees upon submission of the application. The fee shall be provided for each proposed structure or use, and one payment (check, cash, money order) in the total amount shall be submitted along with the permit application form and supporting documents.

3. A survey/plot plan and/or construction plans must be submitted with the application. If a survey is required, a copy of the original survey to scale must be provided and must show all existing structures and all proposed structures, including dimensions and setback distances drawn to scale.

4. **Please complete the following checklist below and provide applicable documents:**

a. Is a copy of the **property survey/plot plan** provided? YES NO

b. Has a variance/site plan/subdivision approval been granted for the proposed work? YES NO

If yes, provide file number: _____

c. Are **construction plans** or **company brochures** provided? YES NO

Construction plans (or company brochures) must show details and dimensions of all proposed structures, indicating the square footage, height and material types, and existing and intended use of each building and structure.

d. Do any easements exist on your property? YES NO

Please secure and complete a separate **Easement Agreement** if a proposed fence is to be installed within a township easement.

If you have any questions, please call or email Zoning Officer Dan Rafferty at **609-259-3600 x1147** or drafferty@robbinsville.net before submitting your application.