

Application for Zoning Permit Approval/Information



The City of Orange Township, New Jersey
 Department of Planning & Economic Development
 Zoning Enforcement Division

This form is for use in applying to the City of Orange Township for zoning permit approval and/or zoning information on a particular property. All applications **must** be accompanied by a certified check in the amount of \$100.00, payable to the "City of Orange Township", as well as a completed application checklist (attached). Applicants who are tenants should obtain zoning, building and/or land use board approvals prior to entering into a lease. Submission of an application to the City does not constitute approval of any permit; and, the City reserves the right to accept or reject any application as determined appropriate in accordance with applicable law.

Part A Applicant/Property Owner Information

Applicant Name		Applicant Interest in Property <input type="checkbox"/> Owner <input type="checkbox"/> Contractor <input type="checkbox"/> Tenant		Applicant Type <input type="checkbox"/> Individual <input type="checkbox"/> Business Entity		SSN or FEIN
Applicant Address			Main Phone	Fax	E-mail	
Property Owner Name			Property Owner Type <input type="checkbox"/> Individual <input type="checkbox"/> Corporation/NGO <input type="checkbox"/> LLC <input type="checkbox"/> LLP <input type="checkbox"/> LP			SSN or FEIN
Property Owner Address			Main Phone	Fax	E-mail	

Part B Property & Application Information

Block	Lot	Qualifier	Street Address			
Current Zoning			Redevelopment Plan Area <input type="checkbox"/> No <input type="checkbox"/> Yes:			
Application Type <input type="checkbox"/> Information Request <input type="checkbox"/> Single-Family <input type="checkbox"/> Multi-Family <input type="checkbox"/> House Addition <input type="checkbox"/> Deck/Porch/Gazebo <input type="checkbox"/> Pool/Spa/Hot Tub <input type="checkbox"/> Shed <input type="checkbox"/> Fence <input type="checkbox"/> Commercial Building <input type="checkbox"/> Accessory Building <input type="checkbox"/> Sidewalk <input type="checkbox"/> Impervious Surface <input type="checkbox"/> Sign <input type="checkbox"/> Other (specify):		Provide a detailed description of the proposed use (use additional sheets if necessary).				

If a "yes" answer applies to either of the following questions, a separate explanation with supporting documentation must be appended.

Does the property have an existing or proposed deed restriction, easement, right-of-way or other dedication?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Was the property the subject of any prior appeal or application before the Zoning Board of Adjustment or Planning Board?	<input type="checkbox"/> No <input type="checkbox"/> Yes

Part C Applicant Certification

I hereby certify that I am either the legal property owner or am authorized by the legal property owner to make this application. I understand that if any of the above statements are willfully false the City of Orange Township may void associated zoning approvals and/or issue zoning violations.

Applicant Signature			Notary		
Name	Title	Date	Name	License State	Expiration

FOR OFFICE USE

Zoning Application No.	Approval Not Req. <input type="checkbox"/> Initial:	Denied/Incomplete <input type="checkbox"/> Initial:	Approved <input type="checkbox"/> Initial:	Approved w/ Cond. <input type="checkbox"/> Initial:
Notes				

Checklist

Application Requirements



**CITY OF ORANGE TOWNSHIP
ESSEX COUNTY, NEW JERSEY**

ZONING PERMIT APPROVAL/INFORMATION APPLICATION CHECKLIST

Application Requirements

An application for zoning permit approval and/or zoning information shall be deemed administratively complete upon submission of all of the following items to the zoning official/officer:		FOR OFFICE USE
<input type="checkbox"/>	1 completed original of the Application, including any additional explanations.	<input type="checkbox"/>
<input type="checkbox"/>	1 complete set of surveys, schematic and/or architectural drawings (<i>i.e.</i> , floor plans).	<input type="checkbox"/>
<input type="checkbox"/>	1 Statement of ownership (if applicant is the property owner), or copy of a lease or other evidence of applicant's relationship with the property's owner	<input type="checkbox"/>
<input type="checkbox"/>	1 completed original IRS Form W-9, <i>Request for Taxpayer Identification</i> (business entity applicants only).	<input type="checkbox"/>
<input type="checkbox"/>	1 Business Registration Certificate (business entity applicants only).	<input type="checkbox"/>
<input type="checkbox"/>	1 copy of business formation document or sole-proprietorship long form (business entity applicants only).	<input type="checkbox"/>
<input type="checkbox"/>	Certified check equal to \$100.00, payable to "City of Orange Township".	<input type="checkbox"/>