

Date\_\_\_\_\_

CASH/CK/MO/CC\_\_\_\_\_

Borough of Eatontown  
Zoning Department  
47 Broad Street  
Eatontown, NJ 07724  
732-389-7611

**APPLICATION FOR ZONING PERMIT**

Residential Improvements	Fee
Fence, patio, shed, deck, generator, a/c, finished basement, garage, hot tub, walkway, porch, driveway*	\$50
Addition ***	\$50
Inground Pool **	\$175
Above Ground Pool **	\$100
New Home with Grading ***	\$250
Revised Grading New Home	\$100

With this application, you are required to submit **proof of property taxes being current** as well as **one (1) copy of a current survey/plot plan/site plan and one (1) set of small architectural plans**. Surveys 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 land surveyor (signed/sealed). Architectural plans must show zoning data existing and proposed setbacks. Checks shall be made payable to: Borough of Eatontown. **If any of the requested information is not submitted or submitted incomplete, the application shall be returned as unprocessed.**

\* Indicate location, height, and type of fence, shed on survey/plot plan, Air conditioner units: Please indicate proposed location and provide specifications that show the unit has proper screening from street. Generators: Please indicate proposed location and provide specifications that show the unit has proper screening from street. Driveway curb cutting may require a Street Opening Permit from the Borough Clerk as per Borough Code 285-5.

\*\* Pools require a fence. Please indicate type, height, and area of fence and location of filter and heater. In-ground pools require submission of one (1) electronic copy (PDF) of the Grading Plan as well as one (1) hard copy to scale

\*\*\* New homes require submission of one (1) electronic copy (PDF) of the Grading Plan as well as one (1) hard copy to scale

**PLEASE PRINT CLEARLY & LEGIBLY**

Property Address\_\_\_\_\_ Unit #\_\_\_\_\_ Block\_\_\_\_\_ Lot\_\_\_\_\_ Zone\_\_\_\_\_

Property Owner Name\_\_\_\_\_ Address\_\_\_\_\_

Telephone #\_\_\_\_\_ Cell Phone\_\_\_\_\_ Email\_\_\_\_\_

Applicant Name\_\_\_\_\_ Address\_\_\_\_\_

Telephone #\_\_\_\_\_ Cell Phone\_\_\_\_\_ Email\_\_\_\_\_

Please complete the following applicable information for accessory residential structures such as fences, sheds/garden structures, patios and/or paving

Type of Permit	Height	Style	Dimensions or Length
Fence			
Patio, walkway, deck, driveway			
Pool			
Shed			
Other			



Brief description of work

	Area in Square Feet
Lot Area	
Existing Building Coverage (House, Garage, Shed, Etc.)	
Proposed New Building Coverage	
Total Proposed Building Coverage	
Existing Impervious Surfaces (Driveways, Patios, Concrete Pool, etc.)	
Proposed New Impervious Surfaces	
Impervious Surfaces to be Removed	
Total Proposed Impervious Surfaces	

Have the premises been the subject of any prior application to the Planning Board/Zoning Board?

Yes No If yes, indicate the Board as well as the Date of Hearing.  
Resolution # (if any) (Submit copy of Resolution)

Print Applicant’s Name Date

Signature of Applicant Date

Print Owner’s Name (if different from applicant) Date

Signature of Owner (if different from applicant) Date

Applicant certifies that all statements and information made and provided as a 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, codes, and requirements of the site plan approval, variances and other permits granted with respect to said property, shall be complied with. All Applications for Zoning Permits will be granted or denied within ten (10) business days from the date the complete application is submitted.

FOR OFFICE USE

Fee Date Payment # Received by

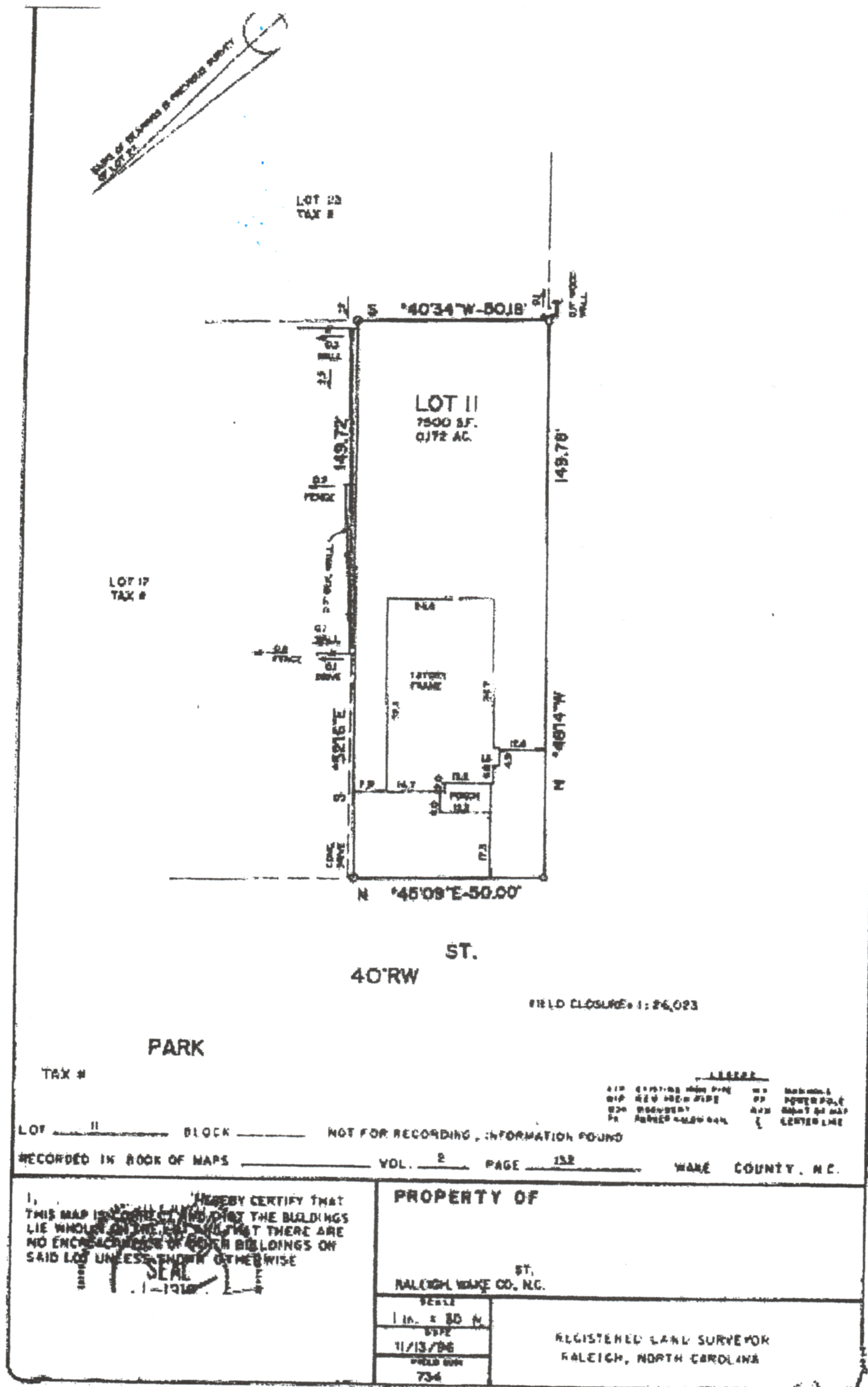
Approved Denied

Kathy Muscillo, Zoning Officer Date

Appeals of the Zoning Officer’s determination must be filed within twenty (20) days of the issuance to the Planning Board/Zoning Board as provided by the New Jersey Municipal Land Use Law. This limitation is not imposed if the applicant is seeking a variance, site plan, or subdivisions. The Board reserves the right to deem additional information and/or variances required. Approved Zoning Permits are valid for one (1) year and may be extended by action of the Zoning Board.



100-443887-100





# BOROUGH OF EATONTOWN

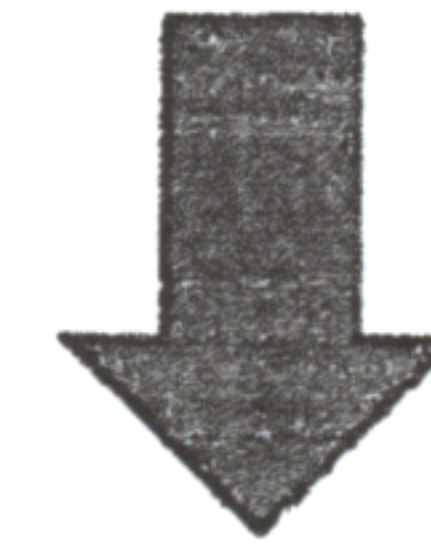
## ZONING FLOW CHART

Submit Zoning Permit Applications for the following:

- New Dwelling/Commercial Building
- Residential/Commercial Addition
- Accessory Building
- Finished Basement
- Sheds, Pools, Hot Tubs, Gazebos
- Occupancy of a Building/Structure
- Fence, Air Conditioner Unit, Generator
- Signs
- Porch/Deck/Patio
- Garage
- Driveway



**IF  
APPROVED**



Contact Building Department 732-389-7615 for appropriate Construction Permits and inspections.

If no Construction Permits are required, applicant can proceed with construction.

If Construction Permits are required, applicant must wait to proceed with construction until permits have been issued. The Construction Official will issue the Certificate of Occupancy when the project is complete.

**IF DENIED**



**RESUBMIT** – revised Zoning Permit Application with requested information.

**APPEAL DECISION** - file Notice of Appeal within 20 calendar days as per MLUL 40:55D-72(a) to Planning & Zoning Administrator 732-389-7617.

**Request Variance** – from either the Planning Board or Zoning Board of Adjustment.