

# Zoning Permit Packages

Please read ALL the enclosed documents!

Please do NOT ASSUME that the forms do not apply to you. Every form MUST be filled out.

Items that you will need to submit along with these forms:

1. A full size copy of your property survey, and on that survey you must highlight where you are placing the shed, fence, deck, patio or generator.
2. If your project requires plans, please submit 2 copies.
3. Where it asks for a description of work, please make sure to include the type, size, style, height, etc.
4. You will need to put setbacks with arrows showing how far away in feet -from the edge of your (shed,deck,patio) to your property lines.
5. If you have a Homeowner's Association – you will need a letter from them stating they have approved your project.
6. The Homeowner must sign and date the Zoning Permit Application.
7. The Homeowner must sign the Regrading/Retaining Wall Certification and have it notarized.
8. If you need assistance with setbacks please check with the Zoning Department (609) 698-0080 x159
9. It is important to check with office staff to ensure you have everything that is needed to submit your application.

## RE-GRADING CERTIFICATION

The following **CERTIFICATION** by the **OWNER** of the property listed below must be submitted prior to any C.O. or C.A. being issued for any CHANGES TO A PREVIOUSLY APPROVED LOT GRADING (This includes: fences, pools, decks, retaining wall installations, etc.)

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STATE OF NEW JERSEY  
COUNTY OF OCEAN

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I, \_\_\_\_\_, of full age, hereby attest and certify:

PROPERTY OWNER

1. That I am the owner of the property known as Block \_\_\_\_\_ Lot \_\_\_\_\_ located at \_\_\_\_\_ Barnegat, New Jersey.
2. I understand that for Retaining Walls, the MINIMUM submission requirements are: a survey or plot plan showing the exact location of the proposed wall; and a straight-line "ruled" drawing (top view and side view) with footing and wall construction details, required anchoring and stabilization of the wall. I further understand that if the wall exceeds a height of thirty (30") inches, the design plans must be certified by a licensed NJ Engineer.
3. That the existing grading, swales or other site conditions affecting drainage have not been altered and will not create any adverse water and drainage conditions; or,
4. That since the existing grading, swales or other site conditions affecting drainage are being altered, I shall submit a "Certified, As-Built" Survey or Plot Plan prepared by a licensed New Jersey Land Surveyor or Engineer showing the actual re-grading of the property and any structures constructed, with a certification that the grading and drainage comply with the Barnegat Township Ordinances, prior to the issuance of the Certificate of Occupancy or Certificate of Approval.

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SIGNATURE



**Barnegat Township**  
**900 West Bay Avenue**  
**Barnegat, New Jersey 08005**  
**Tel 609.698.0080 Fax 609.698.7446**

## **ZONING PERMIT APPLICATION**

**BLOCK:** \_\_\_\_\_ **LOT:** \_\_\_\_\_

\_\_\_\_\_  
**Property Location/Work Site**

\_\_\_\_\_  
**Owner of Record**

\_\_\_\_\_  
**EMAIL**

\_\_\_\_\_  
**Mailing Address (if different)**

**Phone:** ( ) \_\_\_\_\_ ( ) \_\_\_\_\_  
Home work

**PERMIT #** \_\_\_\_\_

**FEE \$** \_\_\_\_\_

**CASH** \_\_\_\_\_ **CHECK** \_\_\_\_\_

**DATE** \_\_\_\_\_

**ZONE** \_\_\_\_\_

\_\_\_\_\_  
**Name of Applicant, Contractor or Person Responsible for work – If other than the homeowner**

\_\_\_\_\_  
**Address of Applicant – If other than the Homeowner**

( ) \_\_\_\_\_  
**DAYTIME PHONE**

\_\_\_\_\_  
**EMAIL**

**AUTHORIZATION:** (If anyone other than above owner is making this application, the following authorization must be executed)

**TO THE APPROVING LAND USE/ZONING OFFICIAL OF THE TOWNSHIP OF BARNEGAT:**

\_\_\_\_\_ IS HEREBY AUTHORIZED TO MAKE THE WITHIN APPLICATION.  
**NAME OF DESIGNEE**

**DATE:** \_\_\_\_\_ **SIGNATURE OF OWNER:** \_\_\_\_\_

**DESCRIPTION OF WORK AND/OR USE:**

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

\_\_\_\_\_  
**APPLICANT'S SIGNATURE (REQUIRED)**

\_\_\_\_\_  
**DATE**

**PERMIT APPROVED** \_\_\_\_\_

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**SIGNATURE**

**\*PERMIT DENIED**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**SIGNATURE**

### **TYPE OF APPLICATION**

**RESIDENTIAL:** ALTERATION: \_\_\_\_\_

ADDITION \_\_\_\_\_ NEW \_\_\_\_\_

SHED \_\_\_\_\_ DECK \_\_\_\_\_ POOL \_\_\_\_\_

FENCE \_\_\_\_\_ OTHER \_\_\_\_\_

**COMMERCIAL, ETC.** NEW \_\_\_\_\_

ALTERATION \_\_\_\_\_ ADDITION \_\_\_\_\_

CONSTRUCTION TRAILER NEW \_\_\_\_\_

OTHER \_\_\_\_\_

**TEMPORARY EVENT:** \_\_\_\_\_

**\*\* LOCATION SURVEY REQUIRED  
MUST MEET THE REQUIRED  
MINIMUM SETBACKS AS SUBMITTED**

**REASONS/CONDITIONS/REMARKS:** \_\_\_\_\_

**DENIED** \_\_\_\_\_



## TRASH/DEBRIS - ORDINANCE # 1986-28

BARNEGAT TOWNSHIP CODES REQUIRE CONTROL AND PROPER DISPOSITION OF DEBRIS. BARNEGAT TOWNSHIP ORDINANCE # 1986-28 ADDRESSES **THE REQUIREMENT FOR A DUMPSTER ON SITE OR IMMEDIATE REMOVAL OF DEBRIS FROM ANY ACTIVITY INVOLVING A BUILDING PERMIT.**

THE TOWNSHIP WILL NOT PICK UP DEBRIS RESULTING FROM ACTIVITY RELATED TO A BUILDING PERMIT.

THE OWNER OF A PROPERTY IS RESPONSIBLE FOR CONTROL AND ULTIMATE PROPER/LEGAL DISPOSITION AND REMOVAL OF DEBRIS, EQUIPMENT, APPLIANCES AND ANY TYPE OF CONSTRUCTION MATERIAL.

**ALL MATERIALS BEING REMOVED OR TORN DOWN SHALL BE STORED IN A DUMPSTER OR IMMEDIATELY REMOVED FROM THE SITE.**

*ANY CONFIRMED CODE VIOLATION, AT ANY TIME FOLLOWING RECEIPT/ACKNOWLEDGEMENT OF THIS NOTICE IS SUBJECT TO SUMMONS.*

### RECEIPT ACKNOWLEDGEMENT

PROPERTY - BLOCK \_\_\_\_\_ LOT \_\_\_\_\_ DATE \_\_\_\_\_

PROPERTY ADDRESS \_\_\_\_\_

I DO HEREBY CERTIFY, I have read the above and that all Debris will be removed  
And that the information on this form is correct.

Please check one: I am the Property Owner \_\_\_\_\_ I am the Agent \_\_\_\_\_

OWNER/AGENT NAME (PRINT) \_\_\_\_\_

OWNER/AGENT SIGNATURE \_\_\_\_\_

**THIS DOCUMENT MUST BE COMPLETED WITH EVERY ZONING and/or PERMIT!**