



Borough of Hightstown
Construction and Zoning Office
 156 Bank Street, Hightstown, NJ 08520
 (609) 490-5100 Ext 617
 Website: www.hightstownborough.com

ZONING PERMIT APPLICATION

APPLICANT'S NAME: _____

MAILING ADDRESS: _____

PROPERTY/BUSINESS ADDRESS IF DIFFERENT FROM ABOVE: _____

EMAIL ADDRESS: (Notification will be emailed.) _____

PHONE# (DAY): _____ **CELL#:** _____

PROPERTY BLOCK: _____ **LOT:** _____ **ZONE:** _____

Subsection 28-18-2 Zoning Permit Required; Fee.

- a. No building or structure in any district shall be erected, enlarged or altered, nor may land be used or improved, unless and until a Zoning Permit has been duly issued by the Zoning Officer. No Zoning Permit shall be issued by the Zoning Officer except in conformity with the provisions of this chapter unless he receives a written order from the Board of Adjustment or Planning Board.
- b. The fee for issuance of a Zoning Permit shall be **fifty (\$50.00) dollars.** (1991 Code § 233-42; Ord. No. 2000-29; Ord. No. 2004-31 § 9; Ord. No. 2022-02).

* **Additional Zoning information may be found at <https://ecode360.com/HI1169>.**

* **COMPLETE ZONING APPLICATION REQUIRED IN ORDER TO BE ACCEPTED AND REVIEWED. Please see page 2.**

I, the owner of the property upon which the above work is to take place, grant the Zoning Officer of the Borough of Hightstown permission to enter the above property for the purpose of any and all inspections required pursuant to this Zoning Permit Application.

 APPLICANT'S SIGNATURE

 DATE

*******WORK MAY NOT BEGIN UNTIL THE APPROPRIATE BUILDING PERMIT IS OBTAINED.*******

_____ Based upon the documents attached to this Application, a Zoning Permit is APPROVED.

_____ Based upon the documents attached to this Application, a Zoning Permit is DENIED for the following reason(s): _____

 JANE DAVIS, Zoning Officer

 DATE

*******FOR OFFICE USE ONLY*******

Date Received: _____ Fee: _____ Check No. / Cash _____

STEP 1 - DESCRIPTION OF PROPOSED WORK _____

FOR BUSINESS USE, PLEASE PROVIDE THE NUMBER OF EMPLOYEES: _____

STEP 2 - PLEASE ATTACH A COPY OF A SURVEY OF THE EXISTING CONDITIONS ON THE PROPERTY SHOWING THE LOCATION OF THE WORK AND ALL EXISTING BUILDINGS, SIDEWALKS AND OTHER STRUCTURES ON THE PROPERTY.

STEP 3 - PLEASE COMPLETE THE FOLLOWING IF A STRUCTURE IS BEING CONSTRUCTED OR PLACED ON THE PROPERTY OR AN ADDITION IS BEING BUILT.

Lot Area of property (in square feet): _____

Lot Width of property (in feet): _____

Lot Depth of property (in feet): _____

Square footage of existing buildings: _____

Square footage of proposed buildings: _____

Square footage of existing parking area: _____

Square footage of proposed parking area: _____

	<u>PRINCIPAL STRUCTURE</u>		<u>ACCESSORY STRUCTURE</u>	
	<u>EXISTING</u>	<u>PROPOSED</u>	<u>EXISTING</u>	<u>PROPOSED</u>
Front yard setback	_____	_____	_____	_____
Side yard setback	_____	_____	_____	_____
Rear yard setback	_____	_____	_____	_____
Height of existing structure	_____	_____	_____	_____
Height of proposed structure	_____	_____	_____	_____
Building Coverage (% of lot area)	_____	_____	_____	_____
Impervious Coverage (% of lot area)	_____	_____	_____	_____

STEP 4 - REQUIRED ONLY FOR A CHANGE OF USE

Present Use of Property _____

Proposed Use of Property _____

*******FOR OFFICE USE ONLY*******

REQUIREMENTS FOR COMPLETE ZONING APPLICATION

For work more than 250 Sq. Ft., Environmental Commission recommendations required.

For work less than 250 Sq. Ft., Environmental Commission recommendations not required.

Payment received