

Fee: (Check or Money Order, payable to Monroe Township)

Date Received _____

Residential Fee \$25 _____ paid

Commercial Fee \$100 _____ paid

Zoning Permit No. _____

(All fees are non-refundable)

TOWNSHIP OF MONROE ZONING PERMIT APPLICATION

A Zoning Permit must be obtained prior to the erection, restoration, addition to, or alteration of **any** structure within the Township of Monroe, **prior to the issuance of a building permit.**

A copy of the original survey of the entire property must be provided and must show all existing structures and all proposed structures, including setback distances, and all property lines and easements, must be submitted with this application.

Date of Application: _____ Block: _____ Lot: _____

Property Owner Name: _____

Property Address: _____

Owner Phone #: _____ Fax #: _____

Contact Name: _____ Contact Phone #: _____

Contact Address: _____

*Contact Email _____

****(Please check if you want correspondence sent to Property Owner _____ or Contact (Contractor) _____)**

Check all that apply:

- I wish to build a Deck Pool Addition Garage or Carport
- Shed Fence Porch Patio (paver/concrete)
- Generator Sign Solar New House
- Gazebo or Cabana Change in business use or occupancy

Other-explain: _____

State whether any of the activities described above are conducted as a non-conforming use:

Has a **variance** been granted for the proposed work? Yes _____ No _____ File no. _____

Did you attach a copy of your **Survey / Plot Plan** as required? Yes _____ No _____

Utilities: check appropriate items: City Sewer _____ City Water _____ Well _____ Septic _____

Do you have a **Homeowners Association** or other organization? Yes _____ No _____

If yes, please attach written permission or a Declaration of No Jurisdiction from the Association.

Do any **Easements** exist on your property? Yes _____ No _____. If yes, what type _____

An Easement Agreement must be executed if the proposed fence is to be installed within an easement.

Certification in Lieu of Oath

I hereby certify that I am the agent (agent of) owner of record and am authorized to make the application. I further understand that it is the owner's responsibility to verify with the state that no wetlands and/or flood hazard areas or conservation easements are being disturbed by the proposed activity/activities. The owner is also responsible for any repairs that may result from patio/deck/pool installations/enlargements that encroach upon any easement.

Print Owner Name: _____ **Signature:** _____ **Date:** _____

Office use only: Paid Amount: _____ Check: _____ Cash: _____

Approved _____ **Denied** _____ **Date** _____ **Zone** _____

Comments: _____

ZONING OFFICER _____ Date _____

HEALTH OFFICER _____ Date _____

ENGINEERING APPROVAL REQUIRED _____

ENGINEERING APPROVAL NOT REQUIRED _____