



# BOROUGH OF SHIP BOTTOM

GATEWAY TO LONG BEACH ISLAND

1621 Long Beach Boulevard

Ship Bottom, Ocean County, N.J. 08008

(609) 494-2171 or 2172 Fax (609) 361-8484

## Zoning Permit Application

Permit#: \_\_\_\_\_  
Fees: \_\_\_\_\_  
Cash: \_\_\_\_\_  
Check#: \_\_\_\_\_

Date of Application \_\_\_\_\_

Block \_\_\_\_\_ Lot \_\_\_\_\_ Zone \_\_\_\_\_ Use \_\_\_\_\_

Work Site Address \_\_\_\_\_

Description of Work: \_\_\_\_\_

Owner \_\_\_\_\_ Telephone# \_\_\_\_\_

Address \_\_\_\_\_

Name of Applicant \_\_\_\_\_ Telephone# \_\_\_\_\_

Address \_\_\_\_\_

Minimum Requirements	<u>Please Do Not Write In This Area</u>	Proposed
Lot Size _____		_____
Front _____		_____
Rear _____		_____
Sides _____		_____
Height _____		_____
Blg Cov. _____		_____
Lot Cov. _____		_____
Comments: _____		

Zoning Officer Approved: \_\_\_\_\_ Date \_\_\_\_\_

Zoning Officer Denied: \_\_\_\_\_ Date \_\_\_\_\_

Applicant: \_\_\_\_\_ Date \_\_\_\_\_

INSTRUCTIONS WHEN APPLYING FOR BUILDING PERMIT

1. Complete zoning permit application
2. Procure tax collector certification that all property taxes, water and sewer are paid to date.
3. Leave application with your check drawn to the order of the Borough of Ship Bottom for twenty-five (\$25.00) dollars together with:
  - A- Two (2) copies of site or survey plat
  - B- Three (3) copies of architectural plans

PERMITS FOR BULKHEAD, DEMOLITION, DOCK/WHARF, ELEVATOR, PLUMBING, REROOFING, RESIDE, ECT. APPLY TO CONSTRUCTION CODE OFFICIAL. FENCES GO TO ZONING OFFICIAL.

PROCESSING TIME: TEN (10) BUSINESS DAYS AFTER RECEIPT BY ZONING OFFICIAL.

## REQUIREMENTS FOR THE ISSUANCE OF A ZONING PERMIT

Type of Development	Zoning Fee \$25.00	Survey (See A)	Plans (See B)	As-Built Survey (See C)	Flood Elevation Information	Curb & Sidewalk (D)	Flood Elevation Certificate			
New Building Addition	X	X	X	X	X	X	X			
Deck	X	X	X							
Garage	X	X	X	X		X	X			
Shed	X	X								
HVAC	X	X			X					
Pools	X	X	X							
Fence	X	X								
Concrete	X	X								

- (A) Survey/Plot Plan - Accurate and to Scale
- (B) Plans - prepared by Homeowner or Sealed by Architect/Engineer
- (C) Sealed Survey showing height from top of curb and setbacks
- (D) Specifications & requirements per Borough Engineer