



BOROUGH OF SHIP BOTTOM

GATEWAY TO LONG BEACH ISLAND

1621 Long Beach Boulevard

Ship Bottom, Ocean County, N.J. 08008

(609) 494-2171

REQUIREMENTS FOR BUILDING / ZONING

1. Complete zoning permit application.
2. Procure Tax Collector certification that all property taxes, water and sewer are paid to date.
3. Leave the application with your check payable to the Borough of Ship Bottom:
 - A -Fence, sign, HVAC, deck & pavers - \$25.00
 - B -NSFD, pools, house raise & additions - \$50.00
 - C -Bulkheads, docks & piers - \$175.00
 - D -Two (2) copies of site/survey plans
 - E -Three (3) copies of architectural plans

PERMITS FOR DEMOLITION, ELEVATOR, PLUMBING, REROOFING, RESIDING, ETC. APPLY TO CONSTRUCTION CODE OFFICAL. FENCES GO TO ZONING OFFICAL.

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

	Survey (See A & E)	Plans (See B)	As-Built Survey (See C)	Flood Elevation Information & Certificate	Curbs & Sidewalks (See D)	Bulkhead Letter (3 photos)
New Building / Addition	X	X	X	X	X	
Deck	X	X	X			
Garage	X	X	X		X	
Shed	X					
HVAC	X			X		
Pools	X	X				
Fence	X					
Concrete	X					
Pavers	X					
Bulkhead	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
- (E) Highlight and mark on survey where any existing and/or proposed new pavers are to be installed.