

BOROUGH OF OGDENSBURG

County of Sussex
14 Highland Avenue
Ogdensburg, New Jersey 07439-1254

Telephone No. 973-827-3444 Ext. 4

Fax No. 973-827-9602

ZONING PERMIT INSTRUCTIONS

Applications for Zoning Permits must be submitted to the Zoning Department and include the following information:

1. The applicant shall fully complete and sign an application for a zoning permit on the form or forms provided by the Zoning Officer. If the applicant is not the owner of the property, the application shall also be signed by the owner of the property.
2. Depending on the item(s) needing the zoning permit, two (2) copies of a survey or plot plan may or may not be required. If required, the survey or plot plan should show the distances to property lines, septic location and impervious coverage calculations.
3. A fee of fifty (50) dollars for Residential and Non-Residential properties must be paid along with the application. The fee for re-submittal of any previously denied application shall be \$15.00.

Within ten (10) business days of receiving a fully completed application accompanied by the required fee, the Zoning Officer shall approve, conditionally approve, or deny the zoning permit. This determination shall be made in accordance with the ordinance; and the time for a decision on the application may be extended with the consent of the applicant.

BOROUGH OF OGDENSBURG

County of Sussex
14 Highland Avenue
Ogdensburg, New Jersey 07439-1254

Telephone No. 973-827-3860

Fax No. 973-827-9602

APPLICATION FOR ZONING PERMIT

Please use pen, please answer all questions

Date: _____ Block _____ Lot _____ Zone _____ Phone # _____

Physical Street Address _____

Name of Applicant _____

Address of Applicant _____

Name of Owner _____

Address of Owner _____

- (1) State purpose for which Zoning Permit is requested _____

- (2) Attach one sketch or plot plan showing size of plot, bounding streets, size type and location of existing and proposed structures and distances to all property lines.
- (3) Describe activities conducted in principal building and/or accessory building _____

- (4) State whether any of the activities described in item (3) are conducted as a non-conforming use. If yes, explain _____

- (5) Has above premises been subject to any prior application to the Zoning Board of Adjustment or Planning Board to the Applicants knowledge, if yes explain _____

Application Permit Fee
must accompany Application

Method of Payment _____
Collected by: _____

Date _____

Applicants Signature _____

DO NOT WRITE BELOW THIS LINE

ZONING PERMIT

No. _____

This is to certify that the above described premises, together with any building thereon, are used or proposed to be used For or as: _____

Which is a:

Use permitted by Ordinance

Use permitted by Variance approved on _____ subject to any _____
condition attached to the grant thereof.

Valid non-conforming use.

Special Conditions _____

Zoning Official

THIS DOCUMENT IS NOT A BUILDING PERMIT