

Zoning Official: Norman Roach Phone: (609) 884-1005 ext. 105
Fax: (609) 898-0888

Office Hours: Monday - Friday 10 am – 2 pm
1st Saturday of the month 10 am - noon

INSTRUCTIONS FOR ZONING PERMIT APPLICATION

On the reverse side is the Application for Zoning Permit for the Borough of West Cape May. Attached is the Historic Preservation District Map and Zoning Map. Please use these maps to determine the property's zoning district and whether the property is located in the Historic District. All applications must be accompanied by the following:

1. Completed Application for Zoning Permit
2. Complete set of plans to scale, showing proposed structures or alterations *
3. Current Survey
4. Pictures of property where work is going to occur, even if lot is vacant *
5. Property Taxes must be current.
6. If new construction, water and sewer application and COAH fee are required.
7. Landscape Plan, as per West Cape May Code, inclusive of an existing tree inventory. *

*These items are required for **additions** and **new construction** only.

Return ONLY Application page along with necessary items on checklist

REST OF PACKET IS FOR YOUR INFORMATION ONLY

Borough of West Cape May

APPLICATION FOR ZONING PERMIT

(INSTRUCTIONS ON BACK)

Applicant/Contractor Name: _____
Address: _____
Phone #: _____

Owner's Name: _____
Address: _____
Phone #: _____

Subject Property Street Address: _____
Block _____ Lot: _____



_____ hereby applies to the zoning officer of the Borough of West Cape May, New Jersey for a zoning permit to do the following work:

- | | | |
|---|---|------------------------------------|
| <input type="checkbox"/> Accessory Structures | <input type="checkbox"/> Landscaping | <input type="checkbox"/> Sidewalks |
| <input type="checkbox"/> Additions | <input type="checkbox"/> Minor Repairs | <input type="checkbox"/> Siding |
| <input type="checkbox"/> Decks | <input type="checkbox"/> New Construction | <input type="checkbox"/> Windows |
| <input type="checkbox"/> Fences | <input type="checkbox"/> Roofing | <input type="checkbox"/> Other |

Description of work:

- The subject premises is located within the _____ Zoning District.
- The subject premises () IS () IS NOT within the Historic Preservation District.
- Attached hereto, as schedule I, is a detailed description of the premises, including lot and building size, location and character of the land, and improvements (if any), and a detailed description of the proposed structure or use for which approval is sought.
- Attached hereto, as schedule II, are plot plans, maps and other documents, if required, upon which this application relies.

Applicant/Contractor Signature _____ Dated _____



DECISION

The within application is: () Approved
() Denied, for the following reasons:

Date Issued: _____ by _____

Zoning Officer

Value of work \$ _____ Application Fee \$ _____ Date Paid: _____