

**§310-4 ACCESSORY USE, STRUCTURE OR BUILDING**

A use, structure or building subordinate to the principal use or building on the same lot and serving a purpose customarily incidental to the use of the principal building. An accessory structure or building shall be detached from the principal building.

**ADDITION**

- A. A structure added to the original structure at some time after the completion of the original
- B. An extension or increase in floor area or height of a building or structure.

**ALTERATION**

Any exchange or rearrangement in the supporting members of an existing building, such as bearing walls, columns, beams, girders, or interior partitions, as well as any change in doors, windows, means of ingress or egress, or any enlargement to or diminution of a building or structure, whether horizontally or vertically, or the moving of a building or structure from one location to another.

**BASEMENT**

A story partly below the level of the ground surrounding the building. No basement or portion thereof having less than 1/2 of its floor-to-ceiling height above the average level of the ground surrounding the building shall be used as a separate dwelling unit or included as part of the usable floor area for a residence.

**CELLAR**

A portion of the building partly underground, having 1/2 or more than 1/2 of its height below the average grade of the building.

**FENCE**

A structure of wood, metal, stone, masonry or other material, and shall also include barriers formed by living vegetation used to separate land areas. The height of a fence shall be no greater than six feet along the side yards of a property and four feet along the front yard of any property.

**GARAGE, PRIVATE**

A garage in which no business, service or industry is carried on and which is not designed to contain more than three motor vehicles.

**JUNK**

Any scrap, waste, reclaimable material and debris, whether or not stored or used in conjunction with dismantling, processing, salvage, storage, baling, disposal or other use or disposition. "Junk" may include, for purposes of illustration, vehicles, tires, vehicles parts, equipment, paper, rags, metal, glass, plaster, household appliances, wood, lumber, brush and building materials.

**RETAIL SALES**

Establishments engaged in selling goods or merchandise to the general public for personal or household consumption and without necessarily rendering services incidental to the sale of such goods.

**SETBACK LINE**

That line which is the required minimum distance from the street right-of-way line or any other lot line that establishes the area within which the principal structure must be erected or placed.

**YARD, FRONT**

A space extending across the full width of the lot, the depth of which is the minimum horizontal distance between the nearest point on the street line and the nearest part of the main building. In the case of lots abutting a lake, the front yard is measured from the shore of the lake to the nearest part of the main building.

**YARD, REAR**

A space extending across the full width of the lot between the rear lot line and the building.

**YARD, SIDE**

A space extending from the front yard to the rear yard and lying between a side lot line and the closest point of the building.

- ◆ **Fences:** Good side face out, minimum 6 inches inside property line. Maximum height 6 feet. Maximum height in front yard in front of the house foundation should be 4 feet or less. Front yard fences must be 50% open (similar to a picket fence). Cannot have a solid fence in front yard area.
- ◆ **Sheds:** Maximum square feet is 200. Must be 10 feet from all property lines. Maximum height is 10 feet.
- ◆ **Garages:** One per lot with a maximum size of 625 square feet and a maximum height of 15 feet. Twenty-five feet from all property lines and ten feet from all structures.
- ◆ **Pools:** Ten feet from all property lines.
- ◆ **Accessory Structures:** All must be in rear yard and cannot exceed 15 feet in height



Survey and \$50 Fee must accompany ALL Applications for a Zoning Permit.

<b>Block</b> _____	<b>Lot</b> _____	<b>Street Address</b> _____
<b>APPLICANT</b>		
Property Owner Name: _____		
Name of Applicant/Contractor (if applicable) _____		
Address of Applicant/Contractor: _____		
City, State, Zip: _____	Email: _____	
<i>Required. Please print clearly</i>		
Phone/Cell: _____	<b>Fee must accompany Application. We are not permitted to accept credit cards. Mail completed Application and Check to 10 Baker St., Mine Hill, NJ 07803</b>	

The Zoning Officer shall require two (2) sealed plot plans with an embossed seal prepared by a NJ licensed professional engineer, land surveyor or architect, as authorized by N.J.A.C. Subchapter 7 of Title 13, drawn to scale and showing the size and location of all existing and proposed buildings, structures and other facilities, all streams, wetlands, easements and other natural features sufficient to enable the Zoning Officer to determine whether all zoning requirements are met. The requirement for sealed plot plans may be waived for additions, alterations or accessory structures to existing single-family dwellings and a sketch, prepared by the owner or applicant, may be accepted except where there is a question as to the size, location or other zoning requirements. Upon the filing of an application for a zoning permit, the Zoning Officer shall have the right to enter the building or premises during the daytime in the course of duty after proper notification to the property owner or occupant of the property.

**Single Family**  
  **Two Family**  
  **Multi-Family**  
 # units \_\_\_\_\_  
  **Retail**  
  **Commercial/Office**  
  **Industrial**

Lot Area \_\_\_\_\_ sq. ft.  
  **Sewer**  
  **Septic**  
  **Cesspool**  
  **Public Water**  
  **Well**  
  **Oil Tank**

<b>Residential</b> <i>Check all that apply</i>	<i>Detailed Description On Page 3</i>	
<input type="checkbox"/> New Single Family House	Length _____ Width _____	Lot Coverage _____%    Setbacks: _____
<input type="checkbox"/> New Two Family House	Height _____ # Stories _____	Front _____ Rear _____ Sides _____/_____
<input type="checkbox"/> Addition / Alteration	Length _____ Width _____ Height _____	Lot Coverage _____%    Setbacks: _____
<input type="checkbox"/> Garage/Accessory Building	Length _____ Width _____ Height _____	Lot Coverage _____%    Setbacks: _____
<input type="checkbox"/> Shed [200 sq. ft. or less]		Front _____ Rear _____ Sides _____/_____
<input type="checkbox"/> Pool	<input type="checkbox"/> In-ground <input type="checkbox"/> Above ground Dimensions: L _____ W _____ H _____	Lot Coverage _____%    Setbacks: _____
<input type="checkbox"/> Hot Tub	Dimensions _____	
<input type="checkbox"/> Deck/Porch	Length _____ Width _____ Height _____	Lot Coverage _____%    Setbacks: _____
<input type="checkbox"/> Fence	<input type="checkbox"/> Gate opens onto property <input type="checkbox"/> Within 10 feet of driveway <input type="checkbox"/> Front/Side Yards fence consists of no more than 50% solid material.	<input type="checkbox"/> Front/Side Yards    Height _____ <input type="checkbox"/> Rear Yards    Height _____ Materials _____
<input type="checkbox"/> Air Conditioner	Distance from: _____	Size of Pad _____
<input type="checkbox"/> Generator	House _____ Property Line _____	
<input type="checkbox"/> Other		

**Full Project Description to be included on Page 3**

**The \$50 Application Fee and a survey must accompany ALL Applications for a Zoning Permit. Applicant is responsible for obtaining all necessary Building Permits.**

Non-Residential		
<input type="checkbox"/> Sign	<input type="checkbox"/> Freestanding <input type="checkbox"/> Attached Material _____	<input type="checkbox"/> Rendering of Sign Attached Dimensions _____
<input type="checkbox"/> Awning	<input type="checkbox"/> Sign Attached to Awning	Dimensions _____
<input type="checkbox"/> Alterations	Attach Full Description with Dimensions	
<input type="checkbox"/> New Accessory Building	Attach Full Description with Dimensions	Attach Planning Board Resolution
<input type="checkbox"/> New Construction / Addition	Attach Full Description with Dimensions	Attach Planning Board Resolution
<input type="checkbox"/> Driveway	% Coverage of Front Yard _____	Length _____ Width _____

- Has a variance been granted for the proposed work? Yes \_\_\_ No \_\_\_ Date: \_\_\_\_\_ Case # \_\_\_\_\_
- 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 a proposed fence is to be installed within an easement.*

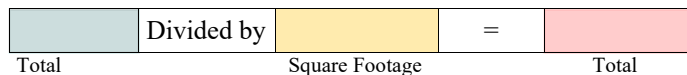
The Ordinance requires all Zoning Permits to include the percentage of impervious coverage for the property. This worksheet will assist you in calculating those percentages.

- Step1 - Determine the square footage of your property.
- Step2 - Determine lot coverage percent—known as impervious cover.

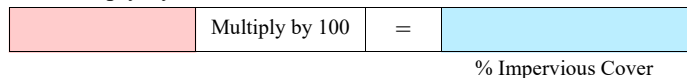
A. Combine total existing and proposed square footage.

Type	Existing	+	Proposed	=	Total
House					
Shed					
Garage					
Covered Deck					
Covered Porch					
Sunroom					
Walkway					
Sidewalk					
Patio					
Driveway					
Other					
<b>Total</b>					

B. Divide by Total Square Footage.



C. Multiply by 100

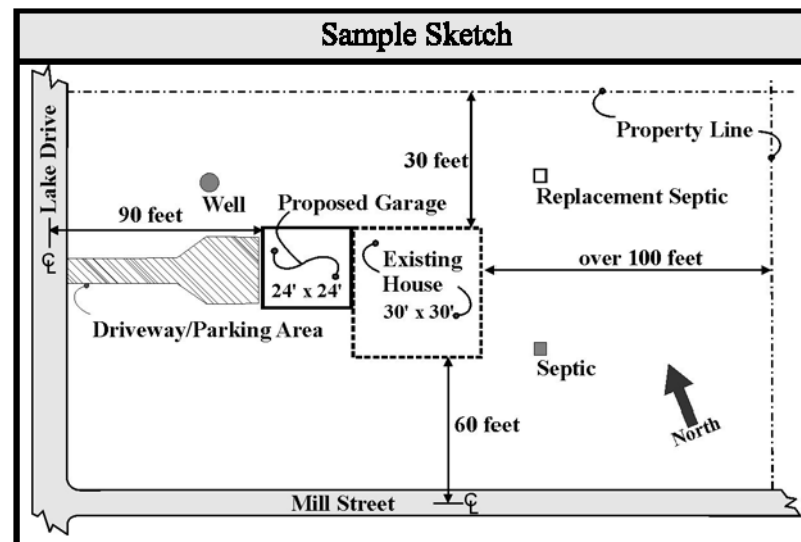


I hereby certify that I am the agent (agent of) owner of record and an authorized to make the application. I further understand that it is the owner's responsibility to verify with the state that no wetlands and/or flood hazard areas or conservation easements are being disturbed by the proposed activities. The owner is also responsible for any repairs that may result from patio/deck/pool installations or enlargements that encroach upon any easement. In addition, I certify that the answers to the above-referenced questions and any statements made on the survey map, plot plan and seating and parking plans are true and complete to the best of my knowledge. I understand that this permit does not exempt bearer of responsibility to secure a Certificate of Occupancy, Building Permit, Board of Health Approvals, or other permits as required by municipal, state or federal agencies.

Print Applicant's Name: \_\_\_\_\_ Print Owner's Name: \_\_\_\_\_

Applicant's Signature: X \_\_\_\_\_ Owner's Signature: X \_\_\_\_\_

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



Provide a sketch that shows the following:

1. Location and dimensions of existing and proposed structures.
2. Distance between such structures and property lines, cross streets, rivers/streams, easements, etc.
3. Location of driveways and parking areas.
4. Location of well and septic systems if not connected to town utilities.
5. North Arrow.

In addition to the sketch below a Survey must accompany ALL Applications for a Zoning Permit.