

**TOWNSHIP OF MOORESTOWN**

**PLEASE PRESENT \$50.00 (CASH OR CHECK) WHEN SUBMITTING THIS APPLICATION.**

1. Block \_\_\_\_\_ Lot \_\_\_\_\_ Zone \_\_\_\_\_

Property Location: \_\_\_\_\_

Name of Business/Tenant: \_\_\_\_\_

2. Owner's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

3. Applicant's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

4. Describe the proposed use of the building & property and the work for the building and/or land which are the subject of this application:

\_\_\_\_\_  
\_\_\_\_\_

5. **Attached Building & Lot Coverage Worksheet MUST be completed in its entirety UNLESS proposed work is a fence or entirely interior (i.e. finished basement). Please attach a copy of the Survey.**

6. Is there a prior and/or pending Zoning or Planning Board approval involving this property? If Yes, please provide the following information and a copy of the resolution.

Date & Type of Approval: \_\_\_\_\_

Resolution# \_\_\_\_\_

7. **CIRCLE ONE PLEASE:** I am the *Property Owner, Contractor, Tenant, Other* making this application. I hereby certify that the owner of record authorized the proposed work and, as his/her/their agent, we agree to conform to all applicable laws and regulations of this jurisdiction.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

~~~~~  
**OFFICE USE ONLY - \$50.00**

Cash - \$50.00

Check # \_\_\_\_\_ Rec'd By \_\_\_\_\_ Date \_\_\_\_\_ Control # \_\_\_\_\_

Application APPROVED Date: \_\_\_\_\_

Comments: \_\_\_\_\_

Application DENIED Date: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Peter D. Clifford, Zoning Officer

\_\_\_\_\_  
Date

## BUILDING & LOT COVERAGE WORKSHEET

Please fill out the worksheet as completely as possible. Include any items being removed in the **PROPOSED** column so that the total square footage accurately reflects the work being done.

Block: \_\_\_\_\_ Lot: \_\_\_\_\_ Zone: \_\_\_\_\_

Lot Size (1 acre = 43,560 square feet): \_\_\_\_\_ sq. ft.

| ITEM DESCRIPTION                                                                       | EXISTING AREA<br>(SQUARE FEET) | EXISTING AREA<br>+ PROPOSED<br>(SQUARE FEET) | REMARKS<br>(DIMENSIONS, COMMENTS)                                                              |
|----------------------------------------------------------------------------------------|--------------------------------|----------------------------------------------|------------------------------------------------------------------------------------------------|
| 1. BUILDING FOOTPRINT<br>(house & attached garage)                                     |                                |                                              |                                                                                                |
| 2. DETACHED GARAGE                                                                     |                                |                                              |                                                                                                |
| 3. OTHER ROOFED<br>STRUCTURES<br>(i.e. sheds, gazebos, covered<br>porches/decks, etc.) |                                |                                              |                                                                                                |
| 4. OTHER ACCESSORY<br>BUILDINGS (please specify)                                       |                                |                                              |                                                                                                |
| 5. OTHER ACCESSORY<br>BUILDINGS (please specify)                                       |                                |                                              |                                                                                                |
| 6. DRIVEWAY (including stone)                                                          |                                |                                              |                                                                                                |
| 7. SIDEWALK                                                                            |                                |                                              |                                                                                                |
| 8. PATIO                                                                               |                                |                                              |                                                                                                |
| 9. DECKING (not roofed)                                                                |                                |                                              |                                                                                                |
| 10. POOL (including surrounding<br>concrete deck)                                      |                                |                                              |                                                                                                |
| 11. OTHER<br>(please specify)                                                          |                                |                                              |                                                                                                |
| <b>BUILDING COVERAGE</b><br>(ADD ITEMS 1 THROUGH 5)                                    | _____ S.F.<br>_____ %*         | _____ S.F.<br>_____ %*                       | * DIVIDE THE TOTAL<br>SQUARE FOOT AREA BY<br>THE LOT SIZE TO<br>DETERMINE THE % OF<br>COVERAGE |
| <b>LOT COVERAGE</b><br>(ADD ITEMS 1 THROUGH 11)                                        | _____ S.F.<br>_____ %*         | _____ S.F.<br>_____ %*                       |                                                                                                |

TOTAL % BUILDING COVERAGE PERMITTED: \_\_\_\_\_ TOTAL % LOT COVERAGE PERMITTED: \_\_\_\_\_

\_\_\_\_\_  
PERSON COMPLETING WORKSHEET

\_\_\_\_\_  
DATE

Township of Moorestown  
Department of Community Development  
111 West Second St.  
Moorestown NJ 08057  
856-235-0912  
[www.moorestown.nj.us](http://www.moorestown.nj.us)

## Zoning Permit Application

### Zoning Office

Peter D. Clifford, Zoning Officer  
General

ext. 3023  
ext. 3071

Fax: 856-235-3081

### Construction Office

Joseph J. LaRocca, Construction Official  
General

ext. 3017  
ext. 3018

Fax: 856-235-3019

### **If the proposed work only requires Zoning approval,**

Please fill out the attached application form and submit it to the Zoning Department along with:

1. A copy of the Survey
2. Building & Lot Coverage Worksheet
3. \$50.00 Fee (cash or check)
4. Approval from the Homeowner's Association (if your property has an HOA)

The Zoning Officer will review the submitted materials and either approve or deny within ten (10) days. If the Zoning Permit is approved, it is then sent to the Department of Public Works for review. Once our office receives the approved application form back from Public Works, the Zoning Permit will be mailed to the applicant and the proposed work can then begin.

### **If the proposed work needs Zoning and Building approval,**

Please submit the above mentioned items to the Building Department. All construction and inspection questions should be directed to the Building Department.

**All of the Area and Yard Requirements (i.e.: setbacks, impervious coverage, etc.) can be accessed through the Township Website at [www.moorestown.nj.us](http://www.moorestown.nj.us). Click on the link to access the Township Code Book. These requirements are also available upon request at the Department of Community Development.**