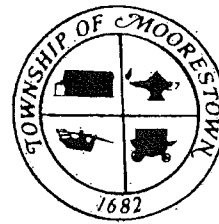


# The Township of Moorestown

Department of Community Development  
111 West Second St. • Moorestown • New Jersey 08057  
(856)235-0912 • FAX (856)914-3081  
[www.moorestown.nj.us](http://www.moorestown.nj.us)



## Application Procedures for Occupancy of Existing Buildings by Uses Permitted Conditionally Within the Specially Restricted Industrial (SRI) Zoning District

- **Uses permitted conditionally within the SRI Zoning District:**
  - Scientific research or development laboratory devoted to research, design and/or exploration.
  - Warehouse/Distribution
  - Light manufacturing or the assembling or repairing or packaging of products
  - Printing, publishing, or engraving
  - Light industrial uses
  - Food processing
  - Manufacture or preparation of pharmaceutical products and medical supplies
  - Seasonal warehouse sales
  
- **Application Packet**
  - Requirements for Uses Permitted Conditionally in the SRI Zone (2 Pages)
  - Checklist for Compliance with Ordinance Standards (2 Pages)
  - Zoning Permit Information Checklist and Permit Application (2 Pages)
  - Department of Public Works Information Requirement Form (1 Page)
  - Fire Prevention Code Information Requirement Form (2 Pages)
  - Uniform Construction Code Information Requirement Form (1 Page)
  
- Please review the list of requirements for uses permitted conditionally in the SRI Zone. If the use that you propose (to occupy an existing building, located within the SRI Zone) meets the requirements for uses permitted conditionally, complete the following application packet information:
  1. Zoning permit application and permit information checklist.
  2. Checklist for Compliance with Ordinance Standards.
  3. Fire Prevention Code Information Requirements. **Note: Moorestown Fire District approval is required for conformance with the Fire Prevention Code.** An approval letter (addressed to the Zoning Officer) from the Fire District will be required along with your application submittal for occupancy to the Zoning Officer. Please contact the Moorestown Fire District (having jurisdiction of the building you wish to occupy) to

schedule a meeting for review and approval of the required information. Fire District phone numbers are provided on page 2 of the Fire Prevention Code Information form.

4. Uniform Construction Code Information Requirements. **Note: Construction Official approval is required for conformance with the Uniform Construction Code.** An approval letter (addressed to the Zoning Officer) from the Construction Official will be required along with your application submittal for approval to the Zoning Officer. You will need to contact the Construction Official (856-235-0912) to schedule a meeting for review and approval of the required Uniform Construction Code Information form.
  5. Moorestown Department of Public Works Information Requirements. **Note: Department of Public Works approval is required for conformance with the information form provided.** An approval letter from the Utilities Superintendent will be required along with your application submittal for final approval by the Zoning Officer. You will need to contact the Utilities Superintendent (856-235-3520) to schedule a meeting for review and approval of the requested information form.
- Return the completed application information packet (Items 1 through 5 above) along with the required approval letters (Fire District, Construction Official, and Utilities Superintendent) to the Zoning Officer for review. **Note: A \$50.00 Application Fee is also required with the completed information packet.**
  - The Zoning Officer, after review of the required information, will issue a Zoning Permit approving or denying the application. No occupancy of the building shall be permitted prior to the issuance of the Zoning Permit by the Zoning Officer.
  - After the Zoning Permit has been issued and occupancy of the building has taken place, a site inspection may be required by the Zoning Officer, Fire District, Construction Official or Utilities Superintendent to ensure compliance with the information provided. If, after inspection, the occupancy does not comply with the information provided the Zoning Officer shall take action to bring the use into compliance or have the use removed from the building.
  - Questions relating to the completion of the application packet should be directed to the Zoning Officer at (856) 235-0912, ext. 3023.

## **REQUIREMENTS FOR USES PERMITTED CONDITIONALLY WITHIN THE SPECIALLY RESTRICTED INDUSTRIAL DISTRICT**

**All uses permitted under §180-69.C wishing to occupy a building in the Specially Restricted Industrial District must meet the following standards and provide the required information shown on the attached Conditional Use Checklist.**

### **A. Conditions of Use.**

1. All activities, except for vehicles and personnel entering and exiting the site shall be contained within the building.
2. No measurable vibration shall be permitted beyond the property line.
3. No tractor trailers may enter or exit the property between the hours of 10:30 pm to 6:00 am.
4. No motor vehicles shall run idle on the property, subject to NJDEP standards (NJAC 7:27-14.3 as amended) between the hours of 10:30 pm and 6:00 am each day.
5. No trucks shall operate between the hours of 10:30 pm and 6:00 am within 100 feet of a residential district boundary or residential property line.
6. No buildings, parking lots, driveways, outdoor storage and solid waste stations shall be located within 100 feet of a residential district boundary or residential property line.
7. Adequate water and sewer service must be available for the proposed use. Prior to issuance of a permit, the Department of Public Works and the Fire District shall review and approve the proposed use.
8. The Fire District shall review and approve the proposed use in accordance with the New Jersey Uniform Fire Safety Act (N.J.S.A. 52:27D-192 et. seq.) and all regulations promulgated pursuant thereto. (See attached
9. The Construction Official shall review and approve the proposed use in accordance with the Uniform Construction code (N.J.A.C. 5:23 et. seq.) and all regulations promulgated pursuant thereto.

### **B. Performance Standards**

The following performance standards shall be met for permitted uses, accessory uses and conditional uses:

1. No noise greater than that provided by the New Jersey Noise Control Statutes (NJAC 7:29 et seq, as amended) shall be permitted.
2. No noxious odor shall be emitted that is detectable by the human olfactory sense at or beyond an adjacent property line.
3. Notwithstanding the provisions of §180-69E.6., any activity involving or resulting in the manufacture, utilization or storage of flammable, combustible and/or explosive materials, such utilization and storage shall be conducted in accordance with the regulations promulgated by the New

Jersey Department of Labor, New Jersey Department of Environmental Protection and Uniform Fire Safety Act (N.J.S.A. 52:27D-192 et. seq.) and all referenced standards therein, whichever is more restrictive.

4. No material or wastes shall be deposited upon a lot in such form or manner that may be transferred off the lot by natural causes or forces or be allowed to enter the air or any stream, watercourse or wetland.
5. Outdoor storage shall not be stored in a manner that constitutes a fire hazard or be edible or otherwise attractive to rodents or insects.
6. All permanent outdoor solid waste receptacles shall be screened on all sides by a fence or wall no less than six feet in height. In no case shall the receptacle be visible. Receptacles shall not be permitted closer than 15 feet to any building located on the site.
7. Trucks and trailers used in conjunction with activities conducted on each site shall be parked only in spaces designated for same on a site plan.
8. Loading docks shall not face adjacent residential properties or streets. Loading docks shall be suitably screened from the street and residential properties or views by appropriate landscaping, evergreen trees, berm, walls, fences or combinations thereof to a height which will screen any parked vehicle.
9. No industrial or commercial building which is located within 500 feet of a residence district boundary line or residential property line shall have any continuous wall plane facing such district or property which is longer than 100 linear feet without architectural and landscaping features to vary the texture and visual appearance of the wall. The total maximum length of such wall shall be 300 feet.
10. Outdoor storage of materials and products shall not be permitted in a front yard or a side yard abutting a street, but may be permitted elsewhere on a lot if screened from the view from any point off the premises by means of a wall, planting or opaque fence no greater than 10 feet in height. The screening must be accompanied by landscaping which must include a combination of evergreen and deciduous materials designed in conjunction with the overall site landscaping plan. Materials stored within an outside storage area shall not be stacked higher than the height of the screening material. An opening of adequate size shall be provided in order to facilitate fire-fighting operations.

**ZONING PERMIT APPLICATION INFORMATION  
USES PERMITTED CONDITIONALLY IN SRI DISTRICT**

The following is a list of items which shall be included with all applications for the occupancy of existing buildings by uses permitted conditionally in the SRI District

1. Use Data

- \_\_\_\_\_ Name of proposed occupant
- \_\_\_\_\_ Present address of proposed occupant
- \_\_\_\_\_ Explanation of the type of business
- \_\_\_\_\_ Normal operating hours and days of the week
- \_\_\_\_\_ Number of employees – total and per shift
- \_\_\_\_\_ Statement as to the number and type of truck deliveries
- \_\_\_\_\_ Area of building to be occupied, including unit number or designation in the case of a building with multiple tenants
- \_\_\_\_\_ Street address and block and lot number of proposed use
- \_\_\_\_\_ Proposed occupancy date

2. A floor plan, reduced to 11” by 17” or smaller, of the building, indicating the area to be occupied, including a breakdown of the area into office, manufacturing and warehousing components.



I hereby certify that all of the above statements and the statements contained in any papers or plans, submitted herewith, are true to the best of my knowledge and belief.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's Name (Please Print)

**Zoning Office**  
Peter D. Clifford, Zoning Officer  
Township of Moorestown  
111 West Second St.  
Moorestown NJ 08057  
856-235-0912 ext.3023  
[pclifford@moorestown.nj.us](mailto:pclifford@moorestown.nj.us)

**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 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).

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

## CHECKLIST FOR USES PERMITTED CONDITIONALLY IN THE SPECIALLY RESTRICTED INDUSTRIAL DISTRICT

All uses permitted under §180-69.C. wishing to occupy a building in the Specially Restricted Industrial District must complete the following questionnaire to determine if they meet the standards for a use permitted conditionally, as established by Township Ordinance #18-2008.

Please check Yes, No or Existing Conditions to the following questions:

| Yes   | No    | Existing<br>Condition |                                                                                                                                                                                                          |
|-------|-------|-----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| _____ | _____ | _____                 | Will all activities, except for vehicles and personnel entering and exiting the site be contained within the building?                                                                                   |
| _____ | _____ | _____                 | Does the business operation produce vibration?                                                                                                                                                           |
| _____ | _____ | _____                 | Will tractor trailers enter or exit the property between the hours of 10:30 pm and 6:00 am?                                                                                                              |
| _____ | _____ | _____                 | Will motor vehicles run idle on the property, subject to NJDEP standards (NJAC 7:27-14.3 as amended), between the hours of 10:30 pm and 6:00 am each day?                                                |
| _____ | _____ | _____                 | Will trucks operate between the hours of 10:30 pm and 6:00 am within 100 feet of a residential district boundary or residential property line?                                                           |
| _____ | _____ | _____                 | Will any buildings, parking lots, driveways, outdoor storage or solid waste stations be located within 100 feet of a residential boundary or residential property line?                                  |
| _____ | _____ | _____                 | Is there adequate water and sewer service available for the proposed use? Prior to issuance of a permit, the Department of Public Works and the Fire District shall review and approve the proposed use. |
| _____ | _____ | _____                 | Has the Fire District reviewed and approved the proposed use in accordance with the New Jersey Uniform Fire Safety Act (N.J.S.A. 52:27D-192 et. seq.) and all regulations promulgated pursuant thereto?  |
| _____ | _____ | _____                 | Has the Construction Official reviewed and approved the proposed use in accordance with the Uniform Construction Code (N.J.A.C. 5:23 et. seq.) and all regulations promulgated pursuant thereto?         |

.....

Yes      No      Existing  
                         Condition

|       |       |       |                                                                                                                                                 |
|-------|-------|-------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| _____ | _____ | _____ | Will the business operation generate noise greater than that provided by the New Jersey Noise Control Statutes (NJAC 7:29 et seq., as amended)? |
| _____ | _____ | _____ | Will the business operation generate noxious odors?                                                                                             |
| _____ | _____ | _____ | Will any activity involve or result in the manufacture, utilization or storage of flammable, combustible and/or explosive materials?            |
| _____ | _____ | _____ | Will material or wastes be deposited upon the lot?                                                                                              |
| _____ | _____ | _____ | Will the business activity require outdoor storage?                                                                                             |
| _____ | _____ | _____ | Will permanent solid waste receptacles be outdoors?                                                                                             |
| _____ | _____ | _____ | Does the site provide designated parking spaces for trucks and trailers?                                                                        |
| _____ | _____ | _____ | Does the site provide loading docks?                                                                                                            |

\*\*\*\*\*

**Name (signed)** \_\_\_\_\_

**Name (printed)** \_\_\_\_\_

**Company Name** \_\_\_\_\_

**Address**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Telephone** \_\_\_\_\_ **FAX** \_\_\_\_\_

**E-Mail** \_\_\_\_\_

**Block** \_\_\_\_\_ **Lot** \_\_\_\_\_

**Address of Site** \_\_\_\_\_

**Date** \_\_\_\_\_



# FIRE PREVENTION CODE

## Information Required Under §180-69.D.8 Conditions of Use

- 
1. Provide explanation of the business, including an explanation of the process involved in the proposed use.
  
  2. Provide list of Hazardous Materials, as defined or identified by the Uniform Fire Code of New Jersey, State of New Jersey Right-To-Know Act, State of New Jersey Department of Health, OSHA, US Environmental Protection Agency, New Jersey Department of Environmental Protection and any other State or Federal related regulations in any quantity, including but not limited to:
    - a. Explosives and blasting agents
    - b. Compressed gases
    - c. Flammable and combustible liquids
    - d. Flammable solids
    - e. Oxidizers
    - f. Organic peroxides
    - g. Pyrophoric materials
    - h. Unstable (reactive) materials
    - i. Water-reactive materials
    - j. Cryogenic liquids
    - k. Highly toxic or toxic materials
    - l. Radioactive materials
    - m. Corrosive materials
    - n. Irritants
    - o. Sensitizers
    - p. Other fire or health hazards

\_\_\_\_\_ provide statement as to what hazardous materials would be located in the proposed use, in any quantity

\_\_\_\_\_ provide types and quantities of each such material

\_\_\_\_\_ provide location list of each such material in the proposed use

\_\_\_\_\_ show the location of hazardous materials area to be occupied in the building, including breakdown of the area into office, manufacturing and warehousing components, on the floor plan

\_\_\_\_\_ provide Material Safety Data Sheet to the Fire Official for each such material

.....

\_\_\_\_\_ provide statement of measures to be taken to assure the safe use, storage  
and handling of each material

\_\_\_\_\_ provide statement as to disposal methods to be used for each material

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**Fire Official for Fire District #1 and Fire District #2**

Matthew M. Orsini  
225 North Lenola Road  
Moorestown, NJ 08057  
856-234-6660  
856-234-4248 FAX  
[fireofficial313@gmail.com](mailto:fireofficial313@gmail.com)

# UNIFORM CONSTRUCTION CODE

## Information Required Under §180-69.D.9 Conditions of Use

- 
1. Provide the name of the company and address of the site where the company will be located.
  2. Provide the intended occupancy load (the total amount of people to occupy the building at one time).
  3. Provide the Use Group of the proposed occupancy (if unknown, please contact the Construction Office for assistance).
  4. Provide the capacity of the floor loading (how many pounds per square feet the floor can support).

**Note:** Concrete on grade does not require a designated floor load to be provided.

The Construction Office will require the submission of a permit application for any alteration (carpeting, communication wiring, electrical wiring etc.) to the existing space. The permit application should be submitted after Zoning has approved the tenancy.

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### **Construction Office**

Joseph J. LaRocca, Construction Official  
Township of Moorestown  
111 West Second St.  
Moorestown NJ 08057  
856-235-0912 ext.3017  
[jlarocca@moorestown.nj.us](mailto:jlarocca@moorestown.nj.us)

## DEPARTMENT OF PUBLIC WORKS

### Information Required Under §180-69.D.7 Conditions of Use

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Moorestown Department of Public Works Information Requirements. **Note: Department of Public Works approval is required for conformance with the information form provided.** An approval letter from the Utilities Superintendent will be required along with your application submittal for final approval by the Zoning Officer. You will need to send your completed SRI packet to the Public Works Dept. via the e-mail address below or mail to 601 E. Third Street or hand deliver.

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#### **Department of Public Works**

Martin S. Pratt, Utilities Superintendent  
Township of Moorestown  
601 East Third St.  
Moorestown NJ 08057  
856-235-3520 direct  
856-235-0912 ext.5101  
[mpratt@moorestown.nj.us](mailto:mpratt@moorestown.nj.us)