

FLORENCE TOWNSHIP ZONING PERMIT APPLICATION

Do Not Write in This Space		
Received _____	By _____	
Cash _____	Check # _____	Card _____
Application # _____	Control # _____	
Approved _____	Denied _____	
Reason for denial _____		
Signature: _____		

Application Fees:	
Residential/Owner Occupied:	\$50.00
Commercial:	\$100.00

Block: _____ Lot: _____ Zone: _____

Work Site Address: _____

Applicant Name: _____ Telephone # (____) _____

Property Owner: _____ Telephone # (____) _____

Owner Address: _____
Number Street City State Zip

Description of Work: _____

Prior Variance(s)?: Yes ___ No ___ Approval Date: _____ File No: _____

<u>STRUCTURES</u>		
Ground floor area: Existing structure _____	Proposed _____	Total _____
Height of proposed structure: _____		
Setbacks for proposed work: Front _____	Rear _____	Side #1 _____ Side #2 _____
Secondary Front _____ (Corner Lots)		

<u>FENCES</u>		
Fence: Type _____	Height _____	Location _____

<u>POOLS</u>		
Pools: Above ground _____	Inground _____	Distance from property line Side _____ Rear _____
Fence Height _____ Filter location _____		

<u>LOT CHARACTERISTICS</u>		
Lot size: Width _____	Depth _____	Square Footage _____
Percentage of impervious lot coverage (prevents water from passing through i.e. structures, sidewalks, driveway, pool, decks, concrete patio, not pavers set in sand without cement).		
Existing Lot Coverage _____sq.ft + Proposed Lot Coverage _____sq.ft = Total _____sq.ft _____%		

I hereby certify that I am the owner in fee of the above property or the agent of the owner with the owner's authorization to make application on his/her behalf for the proposed work. I also agree to conform to all applicable Florence Township Codes related to this project. I certify that to the best of my knowledge the information I provided on this application and supporting documentation are true and accurate. I also understand that false or misleading information is cause to revoke the Zoning Permit in addition to any construction permits issued for this proposed work.

Owner(s) in fee: Signature: _____ Date: _____

FLORENCE TOWNSHIP ZONING PERMIT INSTRUCTIONS FOR FILING

1. Application fees are non-refundable.
2. Two copies of your property survey must be submitted with a drawing of the proposed work indicated on the survey. Use a color pen or marker that contrasts with the color of the survey ink.
3. A survey must be updated if it does not accurately reflect **current** property features. You can manually update the survey yourself by drawing the features that are missing. You must provide exact dimensions of the features.
4. The Zoning Permit Application is only for Zoning approval. Applicants must still obtain all applicable State, County, Local Building, and Private Homeowner Association approvals.
5. As of October 14, 2005, any existing dwelling with a well or septic which applies for a permit for an outside improvement must seek approval from the Burlington County Health Department by calling 609-265-5548. Health Department approval for well/septic properties is required to ensure there are no encroachments and/or conflicts with the well/septic systems.
6. For those properties location in an area with a Homeowners' Association, approval from the association must be documented *before* applying for a zoning permit.

APPLICATION CHECKLIST

- _____ Two (2) property surveys showing existing conditions and marked with the proposed changes to the property.
- _____ Where applicable, 1 copy of your Homeowners Association approval for the proposed change.
- _____ Where applicable, your Burlington County Health Department – Well / Septic Approval