



TOWNSHIP OF WESTAMPTON

710 Rancocas Road · Westampton, New Jersey 08060
Phone (609) 267-1891 · Fax (609) 267-7398 · www.westamptonnj.gov

CHECKLIST OF THE SUBMISSION OF A ZONING PERMIT

- _____ Completed zoning permit application. (Zoning 1-1) The Application shall be completely filled out and **signed by both the applicant and homeowner** (if applicable).
- _____ One (1) copy of the survey/plot plan with **proposal drawn to scale with the distances marked to the property lines and the house**. Note: The survey must be a true and accurate representation of what currently exists and what is proposed.
- _____ Completed Building & Lot Coverage Worksheet. (Zoning 1-2)
- _____ Completed Homeowners Association Courtesy Notice/Approval. (Zoning 1-3) (Must be signed by the Homeowner & Homeowners Association).
- _____ If approval has been granted by the Planning Board, submit a copy of the Resolution.
- _____ One (1) set of elevation drawings for additions, new dwellings, etc.
- _____ Current pictures of front & rear of property. One from street looking towards rear yard and the second from rear yard looking towards the street. Pictures shall include the total yard of property.
- _____ \$50.00 Payment made payable to Westampton Township.



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Zoning Application

Date Filed: _____

Application No: _____

Block: _____ Lot(s): _____ Zone: _____

Applicant Name: _____

Address: _____

Phone: _____ Email: _____

Owner: ☐ Same as applicant (if different see below)

Name: _____

Address: _____

Phone: _____ Email: _____

Contractor/Name/Agent/Contractor Home Improvement ID# _____

I/We hereby certify that the proposed is authorized by the owner of record and that I/We have been authorized by the owner to make this application as his/her agent and I/We agree to conform to all Application laws of this jurisdiction.

Contractor/Agent

Telephone

Email

Are there currently any Land Use Board Applications pending for this property ☐ Yes ☐ No

Is this property governed by a Homeowner Association? ☐ Yes ☐ No

If yes, please include the Homeowner Association Courtesy letter from an Officer of the above Association approving the proposed project.

Description of work:

Check One: ☐ Corner Lot ☐ Inside Lot

Setbacks: Front _____ Rear _____ Smallest Side _____ Aggregate _____ Second Front _____

Percentage of Lot Covered by existing Buildings/Concrete/Asphalt/Pool: _____

Zoning 1-1

***Fence Description:** (attach property survey)

Fence Material _____

☐ Split Rail ☐ Picket ☐ Board on Board ☐ Lattice ☐ Stockade ☐ Metal

☐ Three-Foot ☐ Four-Foot ☐ Five-Foot ☐ Six-Foot ☐ Other _____

Shed Description: (attach property survey)

Shed Material _____

☐ Wood ☐ Vinyl ☐ Metal ☐ Lattice ☐ Stockade ☐ Metal Length _____ Width _____ Height _____

Deck: (attach property survey)

Deck Material _____

Dimensions: Length _____ Width _____ Depth _____ Height _____

Ratio/Pavers: (attach property survey)

Paver Material _____

Dimensions: Length _____ Width _____ Depth _____ Height _____ Lot Coverage: _____

Pool: (attach property survey)

☐ Above Ground

☐ Under Ground

☐ Hot Tub

Distance from: Foundation Wall (water line) _____ Side _____ Rear _____

*Fence requirements for swimming pools

Additions (Garage (attached or detached), Mother In-law Suite etc.):

Work proposed: _____

Ground Floor Area: Existing _____ Proposed _____ Total Sq. Ft. _____

I shall permit Westampton Township or a representative(s) or designee(s) to make periodic inspections at any reasonable time deemed necessary to assure that the activity being performed under authority of this permit is in accordance with the terms and conditions prescribed within.

I hereby certify that I understand all applicable rules, regulations and restrictions associated with this Zoning Application. All information supplied on this form is true and accurate and considered to be material facts, and misrepresentation shall be sufficient cause for denial of this application.

Applicant _____

Date _____

Zoning Office Use Only

Fee \$ _____ ☐ Cash Check # _____ Collected by: _____ Date: _____

Application ☐ Approved ☐ Denied

Referred to LDB ☐ Yes ☐ No Date: _____

Referred to Construction ☐ Yes ☐ No Date: _____



Building and Lot Coverage Worksheet

Department of Planning & Zoning

Block: _____ Lot: _____ Zoning District: _____

Acreage _____ Square Feet _____

1	Lot size (multiply acreage by 43,560 to get square feet)	
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BUILDING COVERAGE

Dimensions _____ Square Feet _____

Existing

2	House	_____	_____
3	Attached garage	_____	_____
4	Attached deck OR Attached patio	_____	_____
5	Other attached	_____	_____
6	Total existing building cover (add lines 2 thru 5)		<input type="text"/>
7	Total % of existing building cover (line 6 divided by square feet in line 1 multiply 100)		<input type="text"/>

Proposed Addition to House (Identify structure, e.g., addition, deck, attached garage, etc.)

8	_____	_____	_____
9	_____	_____	_____
10	_____	_____	_____
11	Total proposed building cover (add lines 8 thru 10)		<input type="text"/>
12	Total Building Cover in square feet - existing and proposed (add line 6 plus line 11)		<input type="text"/>
13	Total % of Building Cover (line 12 divided by square feet in line 1 then multiply by 100)		<input type="text"/>
14	Total % Building coverage permitted (from Planning and Zoning Staff)		<input type="text"/>

LOT COVERAGE

Dimensions _____ Square Feet _____

Existing

15	Building cover from line 6	_____	_____
16	Driveway (including stone, pavers, etc.)	_____	_____
17	Sidewalks, paver patios, etc.	_____	_____
18	Detached garage(s)	_____	_____
19	Detached Deck(s)	_____	_____
20	Shed(s) or other accessory buildings	_____	_____
21	Pools, including surrounding concrete deck	_____	_____
22	Other (Gazebos, etc)	_____	_____
23	Total existing lot cover (add lines 15 thru 22)		<input type="text"/>
24	Total % of existing lot cover (line 23 divided by square feet in line 1 then multiply by 100)		<input type="text"/>

Proposed (Identify structure, e.g., patio, driveway, pool, shed, garage, etc.)

25	Building Cover from line 11	_____	_____
26	_____	_____	_____
27	_____	_____	_____
28	_____	_____	_____
29	Total proposed lot cover (add lines 25 thru 28)		<input type="text"/>
30	Total cover in square feet - existing and proposed (add line 23 plus 29)		<input type="text"/>
31	Total % Lot cover (line 30 divided by square feet in line 1 then multiply by 100)		<input type="text"/>
32	Total % Lot coverage permitted (from Planning and Zoning Staff)		<input type="text"/>



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COURTESY NOTICE FOR HOMEOWNER ASSOCIATIONS

The purpose of this notice is to provide information to the Homeowners Associations regarding proposed development or construction applications within a planned development and/or subdivision to ensure the application is consistent with all HOA deed restrictions, restrictive covenants, and by-laws. The improvements may include accessory structures such as sheds, garages, pools, solar arrays, and fencing. Westampton Township encourages all applicants to work with their respective Associations to ensure the proposed project is permitted in their neighborhood.

This form is to be filled out by the Applicant as part of a complete application and approved by Homeowner Association when applicable.

Property Identification: Block: _____ Lot: _____

Applicant Name: _____

Address: _____

Phone: _____ Email: _____

Owner: ☐ Same as applicant (if different see below)

Name: _____

Address: _____

Phone: _____ Email: _____

This property is subject to the rules/restrictions of the following Association: _____

Describe the proposed development/improvement:

Has the proposed improvement been reviewed with the Association? ☐ Yes ☐ No

Does the improvement involve an existing buffer/easement of any type? ☐ Yes ☐ No

Applicant's Signature

Applicant's Name (Printed)

Date

HOA Representative's Signature

Representative's Name (Printed)

Date

Zoning 1-3