

Zoning/Development Permit – Residential

Fee: \$65.00 – Payable to the Borough of Shrewsbury

All application require submission of a certified Survey w/Block & Lot

In accordance with the Shrewsbury Zoning & Land Development Regulations: an application for Zoning/Development Permit must include the following:

New Use: Describe present (or most recent) use of the property. Submit a floor plan, describe and indicate proposed use, # of employee, and a narrative of the use

New Occupancy: Floor plan showing square footage of space to be occupied, describe prior use & new use narrative (hours of operation & # of employees)

New Construction: ***Following information must be provided***

- Proportion of existing & proposed lot coverage
- Plan drawn to scale showing all proposed and/or existing buildings, signs parking area, set backs & set back distance in exact relation to the street and lot lines
- Show details on a recent survey with proposed & existing setbacks, height, elevation & floor area.

Fences: Show proposed location on property survey, include height & provide a catalog clipping of the fence to be constructed (Ordinance 83-10 & 94-8:45)

Signs: Provide a sketch or shop drawing to scale with the location of where the sign/signs are to be placed, content, dimension, height, manner of construction, method of illumination (if any). Submit a survey showing the location of the sign include the distance from the lot line for any Freestanding sign and & descriptions of any existing signs on the property. (Ordinance 94-8.34)

Affidavit of owner/applicant: Signature of the applicant & the owner must be notarized Any Agents signing for the owner of the property must provide notarization from the owner.

Any questions please contact the Zoning Officer: 732-741-4200 x 116/115

Where applicable, other required permits must be filed with this application - Examples: Dept of Transportation, Dept of Environmental Protection, Freehold Soil Conservation, Monmouth County Sewer Authority.



Application #: _____
 Date Received: _____
 Fee: **\$65.00**: Check# _____ Cash ()

Borough of Shrewsbury, New Jersey Residential Zoning Permit

Name of Applicant(s): _____ Phone#: _____
 Mailing Address: _____
 Tax ID# (Commercial/Business applications): _____
 Agent (If other than Applicant): _____
 Agent's Mailing Address: _____ Phone#: _____

Development Address: _____
 Block#: _____ Lot#(s): _____
 Owner's Name & Address (If different than applicant): _____
 Describe Proposed Development (Attach any descriptions) Sq. footage: _____
 Prior Use: _____ Proposed Use: _____
 Describe: _____

 Check(x) If Proposed: **All Applications Must Include a Property Survey.**
 New Construction () Interior Renovations () Exterior Renovations ()
 Subdivision () Sign – submit details () Fence – submit details ()
 Removal of Demolition () Change in Occupancy () Change in Use () COAH ()

 Signature of Applicant or Agent Date: _____

Disposition by Administrative Officer: _____
 Exempt Development: (Board action not required) () Date: _____
 Exempt Development: (Board action required – see remarks) () Date: _____
 Board of Adjustment Action required: (see remarks) () Date: _____
 Planning Board Action required: (see remarks) () Date: _____
 Remarks: _____
 _____ Date: _____

Zoning Permit Issued () Date: _____ Zoning Permit Denied () Date: _____

Cc: Construction Official Zoning Officer: _____ Date: _____

Affidavit of Applicant/Owner

Property Address: _____ Block #: _____ Lot # (s): _____

1. *Authorization is hereby granted to the Borough of Shrewsbury, its agents, employees and representatives to inspect, all or any part of the above property, whether interior or exterior, at any reasonable hour of the day, with respect to any matters relating to the Application for Development, within the judgment of the Borough or such representatives, related thereto. This Authorization shall permit representatives to take photographs, and to make sketches and notes with respect to the subject property.*

Strike out 2A or 2B, Whichever is Not Applicable.

2A. *I certify that I (we) am (are) the Owner(s) of record for the above referenced property and that I (we) concur with the plans presented to the Municipal Agency.*

2B. *I certify that I (we) have the permission of the owner(s) of the above referenced property to make this application for development and present these plans to the Municipal Agency.*

3. _____ of full age, being duly sworn, according to law, on oath deposes and says that all of the above statements and statements contained in the applications, plans, attachments and other papers submitted herewith are true.

Applicant Signature

Sworn to and subscribed before me
This _____ day of _____ 20__

Notary Public

This Section Only To Be Filled Out if the Applicant is Not the Owner.

4. _____ being duly sworn, deposes and says that I am the owner of the land which is subject of this Development Application and the building(s) or structure(s) located on same, and does approve and agree to the applications.

Therefore, permission is granted to _____ to present the proposed Development Plans.
(Name of Applicant)

Owner Signature

Sworn to and subscribed before me
This _____ day of _____ 20__

Notary Public

Note: If Owner is a Corporation, Attach Corporate Authorization

Zoning/Development Permit – Non-Residential

Fee: \$135.00 – Payable to the Borough of Shrewsbury

All application require submission of a certified Survey w/Block & Lot

In accordance with the Shrewsbury Zoning & Land Development Regulations: an application for Zoning/Development Permit must include the following:

New Use: Describe present (or most recent) use of the property. Submit a floor plan, describe and indicate proposed use, # of employee, and a narrative of the use

New Occupancy: Floor plan showing square footage of space to be occupied, describe prior use & new use narrative (hours of operation & # of employees)

New Construction: ***Following information must be provided***

- Proportion of existing & proposed lot coverage
- Plan drawn to scale showing all proposed and/or existing buildings, signs parking area, set backs & set back distance in exact relation to the street and lot lines
- Show details on a recent survey with proposed & existing setbacks, height, elevation & floor area.

Fences: Show proposed location on property survey, include height & provide a catalog clipping of the fence to be constructed (Ordinance 83-10 & 94-8:45)

Signs: Provide a sketch or shop drawing to scale with the location of where the sign/signs are to be placed, content, dimension, height, manner of construction, method of illumination (if any). Submit a survey showing the location of the sign include the distance from the lot line for any Freestanding sign and & descriptions of any existing signs on the property. (Ordinance 94-8.34)

Affidavit of owner/applicant: Signature of the applicant & the owner must be notarized Any Agents signing for the owner of the property must provide notarization from the owner.

Any questions please contact the Zoning Officer: 732-741-4200 x 116/115

Where applicable, other required permits must be filed with this application - Examples: Dept of Transportation, Dept of Environmental Protection, Freehold Soil Conservation, Monmouth County Sewer Authority.



Application #: _____
 Date Received: _____
 Fee: **\$135.00**: Check# _____ Cash ()

Borough of Shrewsbury, New Jersey Non-Residential Zoning Permit

Name of Applicant(s): _____ Phone#: _____
 Mailing Address: _____
 Tax ID# (Commercial/Business applications): _____
 Agent (If other than Applicant): _____
 Agent's Mailing Address: _____ Phone#: _____

Development Address: _____
 Block#: _____ Lot#(s): _____
 Owner's Name & Address (If different than applicant): _____
 Describe Proposed Development (Attach any descriptions) Sq. footage: _____
 Prior Use: _____ Proposed Use: _____
 Describe: _____

 Check(x) If Proposed: **All Applications Must Include a Property Survey.**
 New Construction () Interior Renovations () Exterior Renovations ()
 Subdivision () Sign – submit details () Fence – submit details ()
 Removal of Demolition () Change in Occupancy () Change in Use () COAH ()

 Signature of Applicant or Agent Date: _____

Disposition by Administrative Officer: _____
 Exempt Development: (Board action not required) () Date: _____
 Exempt Development: (Board action required – see remarks) () Date: _____
 Board of Adjustment Action required: (see remarks) () Date: _____
 Planning Board Action required: (see remarks) () Date: _____
 Remarks: _____
 _____ Date: _____

Zoning Permit Issued () Date: _____ Zoning Permit Denied () Date: _____

Cc: Construction Official Zoning Officer: _____ Date: _____

*Please Note: All new businesses require a Business License from the Borough of Shrewsbury
 Rev. Ordinance: 811-8/18/03*

Affidavit of Applicant/Owner

Property Address: _____ Block #: _____ Lot # (s): _____

1. *Authorization is hereby granted to the Borough of Shrewsbury, its agents, employees and representatives to inspect, all or any part of the above property, whether interior or exterior, at any reasonable hour of the day, with respect to any matters relating to the Application for Development, within the judgment of the Borough or such representatives, related thereto. This Authorization shall permit representatives to take photographs, and to make sketches and notes with respect to the subject property.*

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Applicant Signature

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Therefore, permission is granted to _____ to present the proposed Development Plans.
(Name of Applicant)

Owner Signature

Sworn to and subscribed before me
This _____ day of _____ 20__

Notary Public

Note: If Owner is a Corporation, Attach Corporate Authorization

NOTICE

When opening a new business, a business license is required and if applicable a food license is also required. An application for business and food license(s) can be obtained from the Municipal Clerk, Kathleen P. Krueger, RMC. Phone number 732-741-4200.