



**TOWNSHIP USE ONLY**

\_\_\_ APPROVED  
 \_\_\_ DENIED  
 DATE \_\_\_\_\_  
 REVIEWED BY \_\_\_\_\_

**TOWNSHIP USE ONLY**

AMOUNT PAID \_\_\_\_\_  
 CASH \_\_\_ CHECK # \_\_\_  
 DATE \_\_\_\_\_  
 PERMIT NO. \_\_\_\_\_

## MONTGOMERY TOWNSHIP ZONING PERMIT APPLICATION

BLOCK# \_\_\_\_\_ LOT# \_\_\_\_\_ ZONING DISTRICT \_\_\_\_\_

1) PROPERTY OWNER'S NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

DAY PHONE#: \_\_\_\_\_ EMAIL: \_\_\_\_\_

2) APPLICANT'S NAME: (If different from Property Owner) \_\_\_\_\_

3) ADDRESS/LOCATION OF WORK: \_\_\_\_\_

4) DAY PHONE#: \_\_\_\_\_ EMAIL: \_\_\_\_\_

5) CONTRACTOR/COMPANY: \_\_\_\_\_ Contact Person: \_\_\_\_\_

6) ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

7) PROPOSED USE (COMMERCIAL/RESIDENTIAL) IF COMMERCIAL, SPECIFIC TYPE OF BUSINESS:  
 \_\_\_\_\_

8) NEW CONSTRUCTION \_\_\_\_\_ ADDITION/ALTERATION \_\_\_\_\_ ACCESSORY BUILDING \_\_\_\_\_  
 DECK \_\_\_\_\_ POOL/SPA/HOT TUB \_\_\_\_\_ LOT COVERAGE \_\_\_\_\_ FENCE \_\_\_\_\_ SIGN \_\_\_\_\_  
 SOLAR PANELS \_\_\_\_\_ CHANGE OF USE/TENANT \_\_\_\_\_ TENANT FIT-OUT \_\_\_\_\_  
 DEMOLITION-NO CHARGE \_\_\_\_\_ OTHER \_\_\_\_\_ (Check all that apply)

9) DESCRIPTION OF IMPROVEMENT(S): \_\_\_\_\_  
 \_\_\_\_\_

10) LOT COVERAGE:

	Existing	Proposed	Total
Principal Building	_____ %	+ _____ %	= _____ %
Accessory Building	_____ %	+ _____ %	= _____ %
Total Lot Coverage	_____ %	+ _____ %	= _____ %

11) FLOOR AREA RATIO \_\_\_\_\_ %



## ZONING PERMIT APPLICATION (Page 2)

- 12) PROPOSED SETBACKS: Front \_\_\_\_\_ Rear \_\_\_\_\_ Right Side \_\_\_\_\_ Left Side \_\_\_\_\_
- 13) FOR FENCES: Height (front yard) \_\_\_\_\_ (side yard) \_\_\_\_\_ (rear yard) \_\_\_\_\_
- 14) UTILITIES (*Check all that apply*): Septic \_\_\_\_\_ Well \_\_\_\_\_ Public sewer \_\_\_\_\_ Public Water \_\_\_\_\_
- 15) IS THIS PROPERTY GOVERNED BY A HOMEOWNER ASSOCIATION (HOA)? Yes \_\_\_\_\_ No \_\_\_\_\_  
**IF YES, PLEASE PROVIDE A COPY OF THE HOA APPROVAL LETTER**
- 16) HAS A VARIANCE EVER BEEN GRANTED FOR THIS PROPERTY? Yes \_\_\_\_\_ No \_\_\_\_\_
- 17) IS THIS PROPERTY LOCATED IN A HISTORIC DISTRICT? Yes \_\_\_\_\_ No \_\_\_\_\_
- 18) IS THIS PROPERTY LOCATED ALONG THE TRANSCO PIPELINE? Yes \_\_\_\_\_ No \_\_\_\_\_
- 19) ARE THERE ANY EASEMENTS ON THE PROPERTY? Yes \_\_\_\_\_ No \_\_\_\_\_
- 20) ARE THERE CRITICAL AREAS (WETLANDS, STREAM CORRIDOR, ETC.) ON THE PROPERTY? Yes \_\_\_\_\_ No \_\_\_\_\_
- 21) IS THE PROPERTY PRESERVED WITH A CONSERVATION OR AGRICULTURAL EASEMENT Yes \_\_\_\_\_ No \_\_\_\_\_

**THIS APPLICATION SHALL INCLUDE ONE (1) COPY OF A PLOT PLAN OR NJ LICENSED LAND SURVEY IF AVAILABLE, CLEARLY DETAILED SHOWING ALL EXISTING AND PROPOSED STRUCTURES WITH DIMENSIONS, SETBACKS, AND RECORDED EASEMENTS. (IN CERTAIN SITUATIONS A N.J. LICENSED LAND SURVEY MAY BE REQUIRED)**

Owner Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Contractor Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

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Description/Notes:

# LOT COVERAGE CALCULATION FORM

*-See Reverse Side for Instructions-*

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

BLOCK: \_\_\_\_\_ LOT: \_\_\_\_\_ ZONE: \_\_\_\_\_

## 1. FORMULA

SQUARE FOOTAGE OF LOT \_\_\_\_\_ sq. ft

(MULTIPLY LENGTH X WIDTH OF LOT OR THE LOT ACREAGE BY 43,560)

TIMES – PERCENTAGE ALLOWED x \_\_\_\_\_

(CONTACT ZONING DEPT FOR PERCENTAGE IF UNKNOWN)

**TOTAL ALLOWED** \_\_\_\_\_ sq. ft

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## 2. EXISTING ON PROPERTY

FOOTPRINT AREA OF HOUSE (Include steps/landing) \_\_\_\_\_

DRIVEWAY AREA (Include curbing) + \_\_\_\_\_

ACCESSORY STRUCTURE (If multiple, list each below) + \_\_\_\_\_

WALKWAY(S) (Including pavers) + \_\_\_\_\_

PATIO (Include pavers) + \_\_\_\_\_

MISCELLANEOUS STRUCTURES(s) + \_\_\_\_\_

**3. TOTAL EXISTING** = \_\_\_\_\_

## 4. PROPOSED NEW IMPROVEMENT(S)

\_\_\_\_\_  
*Description*

\_\_\_\_\_  
*Description*

**5. TOTAL FOR LOT COMBINED** = \_\_\_\_\_

(EXISTING + PROPOSED MUST BE LESS THAN TOTAL ALLOWED)

*If the existing & proposed coverage total exceeds the maximum allowed, a zoning variance may be required.*

# LOT COVERAGE CALCULATION INSTRUCTIONS

*-See Reverse Side for Calculation Form-*

**Lot Coverage** is the square footage or other area measurement by which all buildings and impervious surfaces cover a lot as measured in a horizontal plane to the limits of the impervious area(s). Impervious surfaces include roofs and asphalt, all surfaced parking areas, driveways and walkways, pools, decks, patios, all required parking areas which are permitted to remain unsurfaced and all gravel driveways and walkways.

Completion of this form is required to allow staff to confirm your compliance with the zoning requirement for lot coverage. This form is needed for the following projects, though this list is not all inclusive: new construction, additions, in-ground pools, driveways (pave or expand), walkways, patios, porches, sunrooms, gazebos, decks, pole barns, sheds, detached & attached garages and any new structure with a roof.

To calculate the maximum square footage of impervious coverage permitted on a lot, multiply the percentage allowed in your zoning district by the total square footage of the lot. If you don't know your percentage allowed, please contact the Zoning Department.

1. Calculate the total amount of coverage allowed. Fill in the square footage of your lot, available on your survey or by multiplying length by width. If it is shown by acreage (for example, 1.3 acres or .85 acres), multiply that number by 43,560 to get square footage.

Multiply the percent allowed by the total square footage of your lot. This number is the total allowed lot coverage for your lot. (Example: A lot measuring 25,000 sq. ft. with a 15% coverage limit would have an allowable maximum impervious coverage of 3,750 sq. ft.)

2. Detail the coverage that currently exists on your lot. List each impervious surface and its total square footage on the corresponding line.
3. Total up the existing lot coverage on your lot – anything you filled in for step 2.
4. Indicate specifically what the proposed improvement is (addition, shed, patio, driveway pave, etc.) and record the square footage in the appropriate space. If more than one impervious improvement is proposed, label and list coverage for each one *separately*.
5. Add the numbers from steps 3 and 4 to get the total. This **must be less than the total allowed** that you calculated in step 1. Please list the *total square footage* of impervious coverage and not the percentage of your property you have used.

If you have any questions about impervious coverage, please call the Zoning Department at 908-533-9319.