

# ZONING PERMIT APPLICATION

## BOROUGH OF ANDOVER

Jessica Casella, Zoning Officer

**Fee: \$20**  
Cash or Check made payable  
to "Andover Borough"

137 MAIN STREET  
ANDOVER, NEW JERSEY  
973-786-6688 · 973-786-7231(f)  
[www.andoverboroughnj.org](http://www.andoverboroughnj.org)

Date: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_ Qual: \_\_\_\_\_ ZONE: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Applicant Address: \_\_\_\_\_ City: \_\_\_\_\_, New Jersey Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ email: \_\_\_\_\_

Property Owner Name (if different): \_\_\_\_\_

Property Owner Address: \_\_\_\_\_ City: \_\_\_\_\_, New Jersey Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ email: \_\_\_\_\_

1. Type of Project: \_\_\_\_\_

2. a.) Structure: Principal \_\_\_\_\_ Accessory \_\_\_\_\_ Roof Slope: \_\_\_\_\_

b.) Signage: Temporary \_\_\_\_\_ Permanent \_\_\_\_\_

3. What is the height of any new structure? (to the highest point of construction for a flat roof, or to a point midway between the peak of the roof and the uppermost plate, in the case of a sloping roof)

\_\_\_\_\_

4. Are there any prior planning board approvals on this property? YES NO  
If yes, please explain: \_\_\_\_\_

5. Are there wetlands on or bordering this property? YES NO

- If yes, your drawing submission must indicate wetland locations and setback from proposed project.
- If yes and your proposed project is less than 300 feet from wetlands you must provide professional environmental report / information supporting placement of project.

6. Has this premises or its current use ever receive a variance or been subject to conditions of the Zoning or Planning Board of the Borough of Andover? YES NO  
If yes, state conditions or nature of variance: \_\_\_\_\_

7. All submissions must include a plot plan, drawing or survey which shows:

- Size of plot, bounding streets, size, type and location of existing and proposed structures and distances to all property lines.
- If application is for a SIGN, attach a sketch of the sign and all dimensions, as well as a plot plan or survey showing location of sign in relation to streets, buildings, driveways, etc. If sign is to be illuminated, lighting details must be shown.

(OVER)

I hereby make application for a zoning permit for the changes described above and on the attached plot plan or survey map. I certify all above statements and any attachments are true and complete to the best of my knowledge.

Signature of Applicant: \_\_\_\_\_

Printed Name of Applicant: \_\_\_\_\_

Signature of Property Owner (if different): \_\_\_\_\_

Printed Name of Property Owner (if different): \_\_\_\_\_

Date: \_\_\_\_\_

- \$20 Fee required at time of submission (check made payable to Andover Borough)
  - Zoning permit must be approved & issued prior to Issuance of any building permit.
  - Visit our website for ordinances & setback information: [www.andoverboroughnj.org](http://www.andoverboroughnj.org)
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For official use only:

Check # \_\_\_\_\_ Cash \_\_\_\_\_ Payment received by: \_\_\_\_\_ Date: \_\_\_\_\_

Zoning permit shall be granted or denied within 20 days from the date application is filed.

( ) Application Approved

( ) Application Denied State reason for action taken: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Zoning Officer