

CITY OF PLAINFIELD
DEPARTMENT OF ECONOMIC DEVELOPMENT
ZONING OFFICE
515 WATCHUNG AVENUE, ROOM 202
PLAINFIELD, NJ 07060
PHONE (908) 226-2578 - FAX (908) 226-2587



APPLICATION for DEVELOPMENT PERMIT (Fee \$ 50.00- Payable by Check or Money Order At Time of Submission) Pursuant to LUO 17:8-1 - 12/ 2/02 - MC 2021 30 adopted 10/21/21:

PROPERTY ADDRESS _____

Date of Application _____ **Receipt No.** _____

Fee (Amount) Paid _____ **Fee received by** _____

ALL APPLICATIONS REQUIRE SUBMITTAL OF A CURRENT PROPERTY SURVEY (LESS THAN 10 YEARS OLD). SUBMITTAL OF APPLICATIONS WITHOUT A SURVEY AND/OR ALL OF THE SUPPORTING DOCUMENTS, DETAILS AND/OR PLANS WILL RESULT IN DELAY OF PERMIT ISSUANCE/RETURN OF APPLICATION

Fence (Draw location of fence on survey and write the height and type of fence at each location)

Porch/Deck/Steps ____ **New** ____ **Direct Replacement/Repair**
(Draw porch/deck location with dimensions and setbacks on survey for new porches and decks)

Sign (Sign detail sheet from Sign manufacturer is required. Refer to MC-2018-24 Sign Ordinance and Design Guidelines for conforming signs

Pool (Draw location of pool with dimensions, setbacks and provide details of pool security barrier

Shed/Garage (show location, dimensions, setbacks and height of shed on survey)

Change of Tenancy (Provide a copy of your State of NJ Business Registration Certificate, Insurance Certificate, Fire Dept. Business Registration Form, and Refuse/recycling hauler/contract)

Other/ Zoning Verification/Legal Use Letter):

Name of Property Owner: _____

Signature of Property Owner: _____

Signature of new Tenant (change of Tenancy only) _____

Mailing Address: _____

Address of Property: _____

Email Address: _____

Block: ____ **Lot:** ____ **Land Use Zone** _____

Historic District: yes ____ no ____ if yes, what District: _____

Urban Enterprise Zone: yes ____ no ____

Flood Zone: ____ yes ____ no; if yes, provide flood map # _____

Business square footage: _____ **New Residential Units:** _____

Improvement Cost: _____ New Jobs: _____

Describe in detail the activity to be conducted at the site for which the permit is sought: _____

Applicant's signature Applicant's phone# Date

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Please refer to Change of Tenancy Process (available in the Division of Planning) if you have any questions.

A development permit is a required prior approval for issuance of a building permit under the regulations of the Uniform Construction Code. No structure or part thereof can be erected, raised, moved, extended, enlarged, altered or demolished, and no land can be altered, filled or used, and no lot or lots can be occupied, used, raised in grade six inches (6"), cleared, fenced, or altered or improved in any way in whole or in part for any purpose unless and until the Zoning Officer issues a development permit. A development permit is required for the use of any land, even if there is no structure. The need for the issuance of a building permit or Certificate of Occupancy (CO) requires the filing for a development permit. Surveys must be no older than 10 years.

OFFICES WHERE APPLICANTS CAN OBTAIN REQUIRED INFORMATION

Name of Property Owner: Tax Assessor - Room 201- Second floor (753-3203)

Block: _____ Lot: _____: Tax Assessor - Room 201 - Second floor

Land Use Zone: Planning & Zoning Division - Room 202 - Second floor

Historic District: Planning Division - Room 202 - Second floor

Flood Zone: Inspections Division: Room 302 - Third floor (753-3386)

Business Registration -Urban Enterprise: Economic Development Division:
Room 202 -Second floor (226-2513)

Fire Registration: Bureau of Fire Prevention - (226-2566)

Refuse/Recycling Hauling Contract - Plainfield Municipal Utility Authority - (226-2518), property owner/ private hauler

Land Use/Zoning Ordinance/Historic District, Urban Enterprise, Change of Tenancy Process guide can be found on the city web site - www.Plainfieldnj.gov

FOR OFFICE USE ONLY

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APPROVED DENIED DATE _____

ZONING OFFICER

____ MAY CONTINUE WITH CONSTRUCTION PERMIT
____ REFERRED TO ZONING BOARD DATE _____
____ REFERRED TO PLANNING BOARD DATE _____
____ REFERRED TO HISTORIC PRESERVATION COMMISSION DATE _____