

Zoning Verification Application

Please Read the Following

There are **different** zoning districts **and** certain districts **only allow** certain type of business operations in that district.

The zoning verification application **is to verify** the type of business the applicant would like to **open is allowed** in the particular **zoning district**. Change of business ownership must complete this application also to ensure business type is staying the same, we keep track of new ownership info and to inform.

Please **print** all information clearly.

All areas must be completed on application, **if not**, application is **incomplete** and will be returned.

<u>Section A</u> -	<u>Must be</u> completed <u>by</u> property owner <u>or</u> authorized agent; <u>and signed</u>
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<u>Section B</u> -	<u>Completed</u> by property owner / authorized agent <u>or</u> proposed tenant.
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Application fee is \$ <u>10.00</u> <u>due with</u> application.

Cash <u>OR</u> check accepted. Checks are <u>made</u> payable <u>to</u> City of Woodbury.
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<u>Once</u> review has been completed you will be <u>notified</u> of APPROVAL <u>OR</u> DENIAL <u>WITHIN 7 to 10 DAYS</u>
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<u>BY</u> MAIL <u>OR</u> FAX <u>if</u> a number is provided.

<u>If Denied</u> , section and explanation will be noted.
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<u>If Approved</u> , you will receive a partial approval and a list of licenses/ certificates that must be obtained and submit to Code Enforcement for your final Certificate of Compliance.

If you have any questions, please contact our office.

Thank you.

OFFICE USE:	DATE REC'D	
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Application for Zoning Verification

Application Fee \$10.00 Due at time application submitted	PRINT ALL INFORMATION CLEARLY
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All interested business must complete this application **to ensure** the **proposed** type of business **is allowed** in the **district** you have chosen.

Woodbury - Westville - Wenonah - Woodbury Heights

*** READ * - ALL sections of application MUST BE completed** in full!

A. Section A - To be completed by Property owner/Agent : *Application MUST BE SIGNED by owner / agent
B. Section B - May be complete by Owner / Agent OR Proposed Tenant

Site Address of premises requesting zoning verification / permit on :			
Site Address :	Unit #	Block	Lot

Section A : Owner or Agent section ONLY

Property Owner's Name :	
Property Owners Corporation LLC Name :	
Mailing Address, if different :	
Tel.	Cell Fax

Authorized Agent's Name:	
Company Name (Realty, Law firm, ect....)	
Address if different	
Tel.	Cell Fax

I, _____ **authorized agent** for owner / owner of property give
Print Name
permission for proposed tenant to use proposed portion of this building **and give authorization** to obtain required construction permits if applicable; have work done as necessary by the proper N.J. licensed contractor's. *** Signature** of property owner **or** authorized agent required by the **"X"** :
"X" _____

Section B: Owner, Agent or proposed tenant :

Applicant Name: Person	
Mailing Address other then site address	Zip
Tel	Cell Fax

AGENT for tenant : _____ **Phone** _____

Address: _____ **Fax:** _____

1. State **PRIOR USE(S)** of premises

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2. If premise, building / unit space is vacant **How long ?**

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3. **Indicate** on survey/site plan any existing **and/or** off street parking **or** describe **on back**

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4. **Proposed Tenant :** Business owner **Name**

Mailing Address other than site	Zip
Tel.	Cell Fax

5. **Proposed TYPE of Business**

Proposed Business Name:	

6.

Describe in detail the activity to be conducted in the principal building and any accessory buildings:

7.

Has the above premises been the subject of any prior application to the Planning / Zoning Board of Adjustments ? Yes No,

If yes, date appeared before board :

* **Must have Signature of** Prop. Owner / Agent / applicant :

Signature

Print Name

Check where to :

Mail <u>OR</u> Fax correspondence	<input type="checkbox"/> Prop. Agent	<input type="checkbox"/> Prop. Owner	<input type="checkbox"/> Proposed Tenant	<input type="checkbox"/> All
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Office USE :

Date Paid	
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Paid By :	<input type="checkbox"/> CASH	<input type="checkbox"/> CHECK	#
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