Section 201 of the Readington Township ordinance requires a zoning permit be issued to ensure that every building or premises and the proposed use thereof, are in conformity with the provisions of the ordinance or of a variance or site plan approval.

Please fully complete the enclosed Zoning Application Form and submit along with the following:

- Copy of survey/plot plan showing the size and location of all existing and proposed structures and other facilities on the premises. If the proposed work is wholly interior, please provide a labeled floor plan of the newly finished/altered space in lieu of a property survey.

  **NOTE:** Critical areas such as stream encroachment, buffer zones, right of ways, easements, leaching fields, septic and well, etc. must be noted on this form.

- **One (1) set** of construction details. Depending on the proposed work type, this can include structure brochures, spec sheets and elevations. *Please reach out to the Township’s Code Enforcement Office directly for the permit requirements applicable to your proposed work at 908.534.2164 or [www.readingtontwpnj.gov/departments/code-enforcement](http://www.readingtontwpnj.gov/departments/code-enforcement)

- Copy of any required prior approvals (i.e. Twp. Board of Adjustment, Planning Board, Historic Preservation Commission, Community Home Owner’s Association (HOA), etc.).

- Zoning Application Review Fee of $35 (payable to the “Twp. of Readington”)

  *Please be aware that only fully complete applications will all required supplemental documentation will be accepted for review *

**Additional Information:**

- Building permit applications must be obtained from Township’s Code Enforcement Office directly at 908.534.2164 or [www.readingtontwpnj.gov/departments/code-enforcement](http://www.readingtontwpnj.gov/departments/code-enforcement)

- When a building permit application accompanies a zoning permit application, the file will be forwarded to the Building Department internally. You will then be notified when the building permit is ready.

- The Zoning Department has ten (10) business days to review applications. You will be notified as to approval or denial on same.
ZONING PERMIT APPLICATION

Block #_________ Lot #_________ Zone:_________

Owner/Applicant:________________________________________
Address:_________________________________________________
_________________________________________________________

Work Site Address:_______________________________________
Phone:_____________________________ Email:________________________

Contractor:_______________________________________________
Address:_________________________________________________
_________________________________________________________

Proposed Construction/Alteration:____________________________
Use of Proposed Construction/Alteration:_______________________
Dimensions of New Structure or Altered Space:_________________
Proposed Setbacks: Left:__________ Right:__________
Rear:______________ Front:______________

Lot Size (sq ft or acres):______________ Principal Dwelling Size (all floors):______________
Listing of existing accessory structures (include pool) on site with corresponding dimensions:
1)._______________________________
2)._______________________________
3)._______________________________
4)._______________________________

Property is served by: WELL□ CITY WATER □
(Check all that apply) SEPTIC□ CITY SEWER □

Is the property listed as a Historic Site? YES□ NO□
*If YES, please provide a copy of the Historic Preservation Approval Memo with this application.

Was prior approval obtained from the Twp. of Readington Board of Adjustment or Planning Board? YES□ NO□
*If YES, please provide the application number and copies of all resolutions issued with this application.

Applicant’s Signature:_______________________________________ Date:_____________________

TOWNSHIP OF READINGTON
WHITEHOUSE STATION, NEW JERSEY 08889

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