

CITY OF VINELAND ZONING PERMIT APPLICATION FOR BUSINESS and COMMERCIAL USES

Zoning Office (856) 794-4113 pfinley @vinelandcity.org

Revised 6/18/08

A Zoning Permit must be obtained prior to any construction, alteration, addition, or change of use. This application must be filled out completely, and submitted along with three copies of a Plot Plan. The Plot Plan must show the dimensions of the lot and all EXISTING structures and the size and location of all PROPOSED structures. All structures shall have all dimensions to the property lines shown. All street frontages must be identified, along with any easements to the property. If the proposed development or activity has been approved by the Planning or Zoning Board with Site Plan approval, a plot plan will not be required. The counting of days for issuance of a zoning permit does not begin until the application is deemed complete by the Zoning Officer. An incomplete application is cause for denial of a zoning permit.

\*\*PLEASE PRINT LEGIBLY\*\*

Location: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_
Owner: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_
Applicant \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_
Contact Person [ ] Owner [ ] Applicant Email Address: \_\_\_\_\_

- 1. Describe ALL EXISTING Commercial/Business Uses or Activities on this site (i.e.: glass factory, used car lot, grocery store, etc.):
2. Describe in detail the PROPOSED Use or Activity on this site (attach a written statement of use if necessary):
3. Has the proposed activity been approved by the Planning or Zoning Boards or the Redevelopment Authority? [ ] Yes [ ] No
If yes, [ ] Planning Board [ ] Zoning Board Date: \_\_\_\_\_ Site Plan Approval? [ ] Yes [ ] No
[ ] Redevelopment Authority Approval Date: \_\_\_\_\_

Note: It is REQUIRED that a copy of the Planning or Zoning Board Resolution, site plan and approval from Redevelopment Authority be attached to this application.

NOTICE FOR PROJECTS WITH BOARD APPROVED SITE PLANS or IN REDEVELOPMENT ZONE

A Zoning Permit will not be issued unless a memorandum from the Planning Division, releasing the activity for permits or an approval from the Redevelopment Authority, is received by the Zoning Office. Obtaining & attaching the Planning release memorandum and Redevelopment Authority Approval will expedite the permit process.

- 4. Current number of Employees? \_\_\_\_\_ Proposed? \_\_\_\_\_ Current Parking Spaces? \_\_\_\_\_ Proposed? \_\_\_\_\_
5. Are there any Dwelling Units on site? [ ] Yes [ ] No How Many? \_\_\_\_\_ Where? \_\_\_\_\_
6. Check the appropriate box or boxes for the PROPOSED activity, construction or alteration:
[ ] Construct [ ] Building or [ ] Addition \_\_\_\_\_ x \_\_\_\_\_ x \_\_\_\_\_ (Height) @ \_\_\_\_\_ SF
[ ] Other construction or alteration \_\_\_\_\_
[ ] Interior Renovations – Tenant Fit-Up for (Name/Occupation) \_\_\_\_\_
[ ] Renovations – No change in Use or Footprint. [ ] Interior [ ] Exterior Describe: \_\_\_\_\_
[ ] Renovations – Use Change, No Footprint change. [ ] Interior [ ] Exterior Describe: \_\_\_\_\_
[ ] Change of Use or Establish Use of property, as described above, without Renovations, Alterations or Construction.
7. Will the proposed activity be implemented exactly as shown on the approval documents and plans? [ ] Yes [ ] No
I hereby certify that the information above is accurate, and supplied to the Zoning Officer knowing that he will rely on the accuracy of same.

Date: \_\_\_\_\_ Applicant's Name (Print) \_\_\_\_\_ (Sign) \_\_\_\_\_

(OFFICE USE ONLY)

Date Rec'd \_\_\_\_\_ Time Rec'd \_\_\_\_\_ Rec'd by: \_\_\_\_\_ Date Deemed: [ ] Complete \_\_\_\_\_ By \_\_\_\_\_
Date Deemed: [ ] Incomplete \_\_\_\_\_ By: \_\_\_\_\_ (see comments) Re-Submission Date: \_\_\_\_\_ Time: \_\_\_\_\_
Date Approved: \_\_\_\_\_ By: \_\_\_\_\_ Date Denied: \_\_\_\_\_ By: \_\_\_\_\_ (see comments)
Planning Review (w/o Site Plan) by: \_\_\_\_\_ Date \_\_\_\_\_ Release? [ ] YES [ ] NO [ ] See comments
Zone: \_\_\_\_\_ Permit # \_\_\_\_\_ Use Group: \_\_\_\_\_ [ ] Permit [ ] Certificate [ ] Principal [ ] Accessory
Block(s) [x] 1 [ ] 2 [ ] 3 [ ] 4 [ ] a [ ] b [ ] c [ ] d [ ] e [ ] f [ ] g [ ] ZONING PERMIT ONLY \_\_\_\_\_

Comments: \_\_\_\_\_

[ ] See reverse side for additional comments