INSTRUCTIONS FOR ZONING PERMIT APPLICATION

1. A Zoning Permit Application must be completed and submitted to the Zoning Office.
2. A property survey showing the location of all existing structures must be included with every application. The survey does not have to be signed and sealed, however must be to-scale and legible. Well and septic locations should be shown and may be hand-drawn.
3. If the property is located within a Home Owners Association an HOA approval must be submitted along with the Zoning Permit Application.
5. For applications involving the addition/expansion of impervious cover; the attached Lot Coverage Calculation Worksheet must be completed and included with the Zoning Permit application.
6. Applications for pools and new structures greater than 200 square feet shall include existing and proposed grading contours at a minimum of 2’ intervals.
7. Payment of all fees is required upon submission of the application. Fees are as follows:

<table>
<thead>
<tr>
<th>Category</th>
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<tbody>
<tr>
<td>Fence</td>
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<td>New house, addition or alteration</td>
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<td>Accessory building or structure (shed, pool, generator, A/C condenser, etc.)</td>
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<tr>
<td>Stream Corridor Permit:</td>
<td>$150 application fee in addition to zoning permit fee $150 for every 100 SF of disturbance escrow fee (separate check)</td>
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8. NOTE: Creation of new bedrooms as defined in Township Code §16-12 requires approval by the Township Health Department.
9. NOTE: Any expansion or conversion of residential to commercial use first requires site plan approval.
10. NOTE: The approval of this permit does not relieve the applicant of the responsibility for obtaining any other required local, state and federal approvals including, but not limited to: construction, health, NJDEP Wetlands or Flood Hazard Area, D&R Canal Commission, Mercer County, etc.

CALL FOR UTILITY LOCATIONS
BEFORE YOU DIG 1-800-272-1000
TOWNSHIP OF HOPEWELL  
201 Washington Crossing Pennington Road  
Titusville, New Jersey 08560-1410  
Phone 609.737.0605 Ext 6280

**ZONING PERMIT APPLICATION**  
**Please complete both sides of this form**

Section A:

Date _______________

Work Site Location / Street Address __________________________________________________________

Property Block __________ Lot(s) ______________ Qual_____________ (obtain from property survey)

Zoning District ______________________________ (obtain from Zoning Map on Township website)

Owner Name ____________________________________________

Owner Address __________________________________________________________________________

Owner Phone and Email ____________________________

Owner Signature __________________________________

Name of Applicant if different than Owner ____________________________________________

Applicant Address ___________________________________________________________

Applicant Phone and Email ___________________________________________________________

Section B: Proposed Work

☐ New building: ☐ Dwelling unit / ☐ Commercial building

☐ New accessory building on residential property:
   ☐ Shed / ☐ Pool house / ☐ Detached Garage / ☐ Gazebo / ☐ Pergola / ☐ Other ______________

☐ Accessory structure on residential property:
   ☐ Generator – Please indicate: New ☐ Replacement ☐ Direct Replacement ☐
   ☐ LP Tank – Please indicate: New ☐ Replacement ☐ Direct Replacement ☐
   ☐ A/C Condenser – Please indicate: New ☐ Replacement ☐ Direct Replacement ☐
   ☐ At-Grade Patio ☐ Roof-top Solar / ☐ Ground-mtd. Solar / ☐ Other ______________

☐ New accessory building on commercial property: ☐ Storage building / ☐ Gazebo / ☐ Pergola / ☐ Other

☐ Building addition: ☐ Residential or ☐ Commercial

☐ Building alteration: ☐ Residential or ☐ Commercial

☐ Fence: Height____________
   *Please draw the location of the fence on a copy of the property survey and indicate height and type of fence.

☐ Porch or Deck

☐ Pool: ☐ in-ground or ☐ above-ground

☐ Sign:  Sign calculation: _________’ Height x _________’ Width = _________ sq. ft.
   Description of sign: ____________________________________________

☐ Demolition

☐ Tree Removal: If a permit is required, please attach page 1 of Tree Removal Permit Attachment and fee. You may skip to Section D, below on this form.

☐ Temporary Activity: Please attach (1) a plan/sketch of the property showing the location of each amenity and (2) a completed Temp. Activities Permit Attachment. You may skip to Section D, below on this form.

☐ FEMA Floodplain Development Permit or Flood Elevation Certificate (§12-2)

☐ Other __________________________________________________________
Section C:

Proposed | Existing
---|---
Building Height (ft.) | | 
Building Height (stories) | | 
Lot Coverage (sq. ft.) | | 
Lot Coverage (% of lot area) | | 

Please attach a completed Lot Coverage Calculation Worksheet

Lot Area (sq. ft. or acres) | | 
Lot Width (ft.) | | 
Lot Depth (ft.) | | 

Setback of structure applied for to property lines:
- Front (ft.) | | 
- Check if lot is a Corner Lot: ☐ Yes
- Left Side (ft.) | | 
- Rear (ft.) | | 
- Right Side (ft.) | | 

Present Use of Structure and Property: ____________________________________________________________

Proposed Use of Structure and Property: ____________________________________________________________

Additional Description of Proposed Use (optional): ____________________________________________________

Year Dwelling or Principal Structure Constructed __________

Section D:

Lot is served by (check all that apply): ☐ Septic ☐ Sewer ☐ Well ☐ Municipal Water

Is any tree removal required to complete the work? ☐ Yes or ☐ No

→ If yes, please complete and attach page 1 of the Tree Removal Permit Attachment and required fee if the amount of tree removal is not exempt.

Is the work located in a FEMA Flood Zone? ☐ Yes or ☐ No

→ If yes, please complete and submit a FEMA Floodplain Development Permit Application and pay the required additional fee.

Is the work located within 150 ft. of the centerline of a stream or river? ☐ Yes or ☐ No

→ If yes, a Stream Corridor Permit may also be required from the Township’s Environmental Commission. Please pay the required additional fees to process that application.

Is the work located within 1,000 ft. of the Delaware & Raritan Canal? ☐ Yes or ☐ No

→ Please be aware that D&R Canal Commission approval may be required for your project. Please contact DRCC for guidance. http://www.dandrcanal.com/drcc/regulatory.html

Are there any easements in the work area (conservation/drainage/utility)? ☐ Yes or ☐ No

Does lot contain a designated historic structure, or is it located in a designated historic district? ☐ Yes or ☐ No
LOT COVERAGE CALCULATIONS ATTACHMENT

This Attachment will help determine Total Lot Coverage (sq. ft. and %) to be entered into a Zoning Permit Application.

Date: ______________

Work Site Location / Street Address: __________________________________________________

Total Lot Area (sq. ft.): ______________ (convert from acres if necessary by multiplying by 43,560)

“Lot Coverage” (as defined in §17-181 of the Ordinance) includes any structure or material which prevents absorption of stormwater into the ground. (Buildings, structures, pools (include water surface and decks), asphalt and concrete patios and driveways, stone driveways, paver patios and walks are included. Uncovered, open-joint decks (with natural ground below) and ground-mounted solar arrays are not included.)

Use your to-scale property survey to measure and calculate the areas of the following features:

House and attached garage footprint ______________ sq. ft.
Detached garage ______________ sq. ft.
Sheds and outbuildings ______________ sq. ft.
All driveway areas ______________ sq. ft.
Patios and walkways ______________ sq. ft.
Pool ______________ sq. ft.
Other ______________ sq. ft.
Total Lot Coverage ______________ sq. ft.

Please complete the following calculation:

Total Lot Coverage (sq. ft.) ______________ divided by
Total Lot Area (sq. feet) ______________ = ______________ % Lot Coverage
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