



Merchantville Zoning Permit Application Use Permit

DATE APPLICATION SUBMITTED: _____

ZONING PERMIT FEE: Please take application to Finance Office to pay fee prior to submitting application.

Use Permitted by Zoning Ordinance, Variance, or Change of Tenancy	\$50
Certificate of Legal Non-Conforming Use (only within 1 yr of ordinance change)	\$25

I. SITE INFORMATION Please refer to Zoning Office webpage for the Tax map, Zoning map, parcel zoning list on www.merchantvillenj.gov if you do not know this information.

SITE ADDRESS _____ ZONING DISTRICT _____
 TAX ASSESSOR'S BLOCK _____ LOT(S) _____
 LOT SIZE _____

II. APPLICANT INFORMATION

SAME AS OWNER POTENTIAL PURCHASER POTENTIAL TENANT

APPLICANT

CONTACT NAME: _____
 BUSINESS NAME: _____
 ADDRESS: _____
 CITY, STATE, ZIP: _____
 EMAIL: _____
 PHONE: _____

I have read this document in its entirety and consent to the making of this application:

SIGNATURE: _____

OWNER

CONTACT NAME: _____
 BUSINESS NAME: _____
 ADDRESS: _____
 CITY, STATE, ZIP: _____
 EMAIL: _____
 PHONE: _____

I have read this document in its entirety and consent to the making of this application:

SIGNATURE: _____

****BOTH SIGNATURES REQUIRED IF APPLICANT IS DIFFERENT THAN PROPERTY OWNER****

III. PROPERTY HISTORY

A. OCCUPANCY. IS THE PROPERTY CURRENTLY OCCUPIED? _____ IF VACANT, HOW LONG? _____

B. PROPERTY HISTORY. DESCRIBE IN DETAIL THE NATURE OF USES AND DATES.

Nature of Use:	Date of Commencement:
_____	_____
_____	_____

C. PRIOR BOARD APPLICATIONS? HAS THE PROPERTY RECEIVED PRIOR ZONING OR PLANNING BOARD APPROVAL? IF SO, PLEASE PROVIDE DETAILS (WHO, WHAT, WHEN). Attach copy of Board Resolution.

IV. PROPOSED USE

A. PROPOSED USE. DESCRIBE IN DETAIL THE PROPOSED USES AND ACTIVITIES TO BE CONDUCTED ON THE PROPERTY. Be specific. (1) what type of goods or services, (2) days and hours of operation, (3) peak shift # of employees/personnel on site, (4) # of seats/tables, (5) will there be outdoor activities, (6) when and how often will you get deliveries, (7) how will trash be disposed, (8) any exterior changes. *Attach additional sheets if necessary.*

B. ADDITIONAL DETAILS. PLEASE WRITE "N/A" IF NOT APPLICABLE.

		EXISTING	PROPOSED
RESIDENTIAL:	HOW MANY DWELLING UNITS?	_____	_____
	HOW MANY BEDROOMS IN EACH DWELLING UNIT?	_____	_____
	HOW MANY ON-SITE PARKING SPACES?	_____	_____
COMMERCIAL:	HOW MANY COMMERCIAL USES ON SITE?	_____	_____
	HOW MANY ON-SITE PARKING SPACES?	_____	_____

C. ARE THERE OTHER APPROVALS REQUIRED FOR PROPOSED USE? Business Registration, Fire Inspection, County Health Department, County Planning Board, NJDEP, etc.? Please describe type, and provide status.

V. ZONING OFFICER USE ONLY (DO NOT WRITE BELOW)

A. PROOF OF PAYMENT RECEIVED BY FINANCE OFFICE?

YES NO AMOUNT PAID: _____ DATE FEE PAID: _____

B. ZONING PERMIT DISPOSITION:

APPROVED: _____ DENIED: _____ IF APPROVED, ZONING PERMIT NO.: _____

- Change of Tenancy Use Permitted by Ordinance
 Use Permitted by Variance, subject to any conditions attached thereto. Dated: _____ File No. _____
 Valid nonconforming use as established by () finding of the Joint Land Use Board or () by the undersigned Zoning Officer on the basis of evidence supplied by applicant within 1 year of ordinance change.

DATE: _____

ZONING OFFICER'S NAME: _____ SIGNATURE: _____

COMMENTS: _____

BUSINESS ORGANIZATION OWNERSHIP DISCLOSURE STATEMENT

You must complete this form for each applicant and/or property owner that is not a sole proprietor.

NAME OF CORPORATION, PARTNERSHIP, LIMITED LIABILITY COMPANY, LIMITED LIABILITY PARTERSHIP, OR S-CORPORATION:

Listed below are the names and addresses of all owners of 10% or more of the interest/stock in the above referenced business organization.*

%	NAME	ADDRESS

*If a corporation or a partnership owns 10% or more of the stock of a corporation, or 10% or greater interest in a partnership, that corporation or partnership shall list the names and addresses of its stockholders holding 10% or more of its stock or of 10% or greater interest in the partnership, and this requirement shall be followed until the names and addresses of the non-corporate stockholders and individual partners, exceeding the 10% ownership criterion established have been listed.

SWORN & SUBSCRIBED to before me this _____ Day of _____, 20____ (year) _____ (Notary)

SIGNATURE	DATE
NAME OF AUTHORIZED OFFICIAL	
TITLE	