



Application Fee \$100.00
Exemption Fee \$75.00

ENGINEERING DEPARTMENT
PHONE 732-988-5200 .x. 270
FAX 732-988-4259

Permit Number: _____
(OFFICE USE ONLY)

Date: _____

Grading Permit Application

- | | | |
|--|---|--|
| <input type="checkbox"/> COMMERCIAL ADDITION | <input type="checkbox"/> NEW ACCESSORY STRUCTURE | <input type="checkbox"/> RETAINING WALL |
| <input type="checkbox"/> DECK / BALCONY/PORCH | <input type="checkbox"/> NEW COMMERCIAL STRUCTURE | <input type="checkbox"/> SHED STRUCTURE |
| <input type="checkbox"/> DETACHED GARAGE | <input type="checkbox"/> NEW RESIDENCE | <input type="checkbox"/> SWIMMING POOL / HOT TUB |
| <input type="checkbox"/> DRIVEWAY / SIDEWALK / APRON | <input type="checkbox"/> PATIO | <input type="checkbox"/> EXEMPTION _____ |
| <input type="checkbox"/> HOUSE LIFT | <input type="checkbox"/> RESIDENTIAL ADDITION | _____ |
| <input type="checkbox"/> OTHER: _____ | | |

With this application you are required to submit two (2) copies of a current survey/grading plan. Surveys must show the existing conditions and exact location of physical features including metes and bounds, drainage, waterways, specific utility locations and easements, all drawn to scale. All surveys *must* be prepared by a New Jersey State licensed land surveyor. Survey information may be transposed to a site plan if the date of the survey and by whom and for whom it was prepared is noted on the site plan. Vegetation, general flood plain determinations or general location of existing utilities, buildings or structures may be shown by an architect, planner, engineer, land surveyor, certified landscape architect or other person acceptable to the reviewing governmental body. On all plans you are responsible for showing the actual shape and dimensions of the lot to be built upon; the exact location, size and height of all existing and proposed structures and substructures (drawn to scale); the number of dwelling units the structure is designed to accommodate; the number and location of off-street parking spaces and off-street loading areas; and such other information with regard to the lot and neighboring lots as may be necessary to determine and provide for the enforcement of this Ordinance. A proposed grading plan shall be submitted for any retaining wall, construction in a steep slope area (or area abutting a steep slope), any building addition, new dwelling, swimming pool, or any work that would change the existing grading or drainage patterns at the discretion of the engineer.

THE GRADING PLAN SHALL BE IN ACCORDANCE WITH LAND DEVELOPMENT ORDINANCE AS ADOPTED BY ORDINANCE # 16-47 (ATTACHED).

ALL APPLICATIONS FOR PROPERTY WITHIN THE HISTORIC DISTRICT REQUIRE HPC APPROVAL

PLEASE NOTE: If any of the requested information is submitted incomplete, this application shall be returned, unprocessed.

Please print clearly:

1. **BLOCK:** _____ **LOT:** _____ **ZONE:** _____

2. **ADDRESS:** _____

<p>3. <u>OWNER INFORMATION (required):</u></p> <p>Name: _____</p> <p>Address: _____</p> <p>_____</p> <p>Phone: _____</p> <p>Email: _____</p>	<p><u>APPLICANT INFORMATION (required):</u> <input type="checkbox"/> SAME AS OWNER</p> <p>Name: _____</p> <p>Address: _____</p> <p>_____</p> <p>Phone: _____</p> <p>Email: _____</p>
---	---

4. **PRESENT APPROVED ZONING USE OF THE PROPERTY:** _____

5. **PROPOSED ZONING USE OF THE PROPERTY:** _____

6. **PROPOSED SITE IMPROVEMENTS:** _____ sq. ft.

7. **Describe in detail the activity or activities you are proposing.** If you are proposing construction, describe in detail the grading, drainage, existing and proposed conditions. Use additional sheet if needed.

8. **Has the above referenced premises been the subject of any prior application to the Zoning Board of Adjustment or Planning Board?** YES NO

If YES: Date: _____ Board: ZONING Resolution # (if any): _____
 PLANNING (Please supply a copy of the resolution)

9. **Is this an application for a grading plan exemption?** YES NO

If YES, describe in detail the reason for exemption: _____

Exemption from the requirements of this section for new construction, building addition or land disturbance under 150 square feet (or 50 square feet for Ocean Grove) requires the approval of the Township Engineer, said exemption to be contingent upon:

- 1) Proof that the subject addition is not in a Flood Hazard Zone;
- 2) A site evaluation by a Township Engineer or appointed Inspector to verify that the proposed addition will not create drainage problems;
- 3) A notarized letter from the property owner stating that there will be no adverse draining impacts;
- 4) A survey locating the existing dwelling and showing the proposed improvements;
- 5) Submission of a \$75.00 review fee.

In the event that the review of this application does not prove acceptable for an exemption, a full grading plan / plot plan shall be submitted along with required application and fees for review.

40:55D-68.3. Penalty for false filing. Any person who knowingly files false information under this act shall be liable to a civil penalty not to exceed \$1,000 for each filing. Any penalty imposed under this section may be recovered with costs in a summary proceeding pursuant to "the penalty enforcement law," N.J.S.2A:58- 1 et seq.

Adopted. L. 1989, c. 67, §3, effective April 14, 1989. The applicant certifies that all statements and information made and provided as part of this application are true to the best of his/her knowledge, information and belief. Applicant further states that all pertinent municipal ordinances, and all conditions, regulations and requirements of site plan approval, variances and other permits granted with respect to said property, shall be complied with. All zoning permits will be granted or denied within ten (10) business days from the date of complete application.

OWNER NAME – Please PRINT

APPLICANT NAME – Please PRINT

OWNER SIGNATURE

APPLICANT SIGNATURE

DATE

DATE

FEE DATE: _____ CHECK #: _____ CASH: _____ REC'D BY: _____ RECEIPT # _____

GRADING EXEMPTION – OWNER’S ASSUMPTION OF RESPONSIBILITY

PROPERTY ADDRESS: _____

As Owner of the above referenced property, I hereby attest that the proposed

(DESCRIBE WORK PROPOSED)

at same address will have no adverse drainage impact on subject or adjacent properties; and agree to assume full responsibility should any adverse drainage impact occur as a result of said work/construction/improvements.

PRINT OWNER’S NAME

OWNER’S SIGNATURE

DATE

**THIS DOCUMENT
MUST BE
NOTARIZED.**