Planning / Zoning

**TOWNSHIP OF WASHINGTON / GLOUCESTER COUNTY**

MUNICIPAL BUILDING, P.O. BOX 1106, TURNERSVILLE NJ 08012

**856-589-0520 ext. 2233 or 2228**

Welcome to the Washington Township Permit Process. Our goal is to make your experience as simple and efficient as possible. You can help us by ensuring that your application is correct and complete. Please clearly print or type all necessary information on the application and submit all required documentation. The documentation required is outlined below. Check the "Point of Contact" box for who this department should contact with any questions or concerns about the proposed work or application.

**Zoning Permit Checklist – Items to be submitted, Commercial Applications**

The following documentation must be included with your Zoning Permit Application:

- Zoning Permit Application (See attached application) - ***ORIGINAL WET (INK) SIGNATURES REQUIRED***
- Signature of **Property Owner required** or **Documented Property Owners approval on their Letterhead**
- Original Survey or Site Plan as may be required
- Email where Zoning Permit is to be sent
- All Solar applications shall comply with Chapter 285 Article XLI
- Sign, Flag and Banner applications **must** include Two (2) Color Renditions **with all dimensions**.
  - **Note:** This application is for Township Roads only. A separate permit is needed from the County or State for Signs on County or State Roads.
- Application Fee, check made payable to "Washington Township"

**Submission of Application**

Please check with the Construction Department to determine if your project requires additional approvals. Each department has their own policies for accepting applications. For most applications, zoning needs to be obtained before the Construction Department will accept the application for the project.

**Review of Application**

Upon receipt of a complete Zoning Permit Application, the Zoning Officer shall have ten (10) business days to review and act upon said application. A Zoning Permit will be issued to the applicant **via email** upon completion of review. (Please check spam folder if not received)

**Non-Residential**

___ New Commercial Construction/Addition/Alteration $500

___ Change of Owner $200 per unit

___ Wireless Telecommunications/Antenna/Equipment $500 each

___Temporary Tent $50 each

___ Other $50

___ Fit Out $100

___ Change of Tenant / New Tenant $100 per unit

___ Change of Business Name/Same Owner $100

___ Solar Panels **below 100** panels $200, **100+** panels $500

**Signage**

___Facade $50 each ___Freestanding $50 each ___Temporary Sign $50 each ___Banner $150 ___ Flag $30

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# ZONING PERMIT APPLICATION - COMMERCIAL

**Date**_____ **Fee**_____ ☐ **Check#** _____ ☐ **Cash** _____

| Point of Contact ☐ | Point of Contact ☐ |
|---|---|
| **Property Owner Name**: | **Contractor/Business Owner:** |
| Address: Unit #: | Address: Unit #: |
| City, State, Zip Code: | City, State, Zip Code: |
| Phone: | Phone: |
| Email: | Email: |

Work Site Address: _____ Block: _____ Lot: _____ Zone: _____

_____

Was Planning or Zoning Board approval required for this application? _____No _____Yes, Resolution # _____

☐ New Construction _____ Square Foot

☐ Addition/Alteration _____ Square Foot and Description

☐ Change of Owner _____ Prev. Owner _____ New Owner

☐ Change of Tenant or Business Name Only _____ Prev. Tenant/Business

☐ Change of Use _____ Prev. Use _____ New Use

_____ New Tenant/Buisness - Description REQUIRED below

☐ Temporary Tent _____ Length x _____ Width

☐ Fit - Out _____

☐ Wireless Tele/Antenna _____ How Many

☐ Other _____

**Signage** Multipe Signs-Attach page with dimensions of all signage

☐ Façade _____ Length x _____ Height

☐ Temp. Sign/Banner **Max 30 sq. ft.** _____ Length x _____ Height

☐ Freestanding _____ Length x _____ Height

☐ Temp. Flag **Max 20 sq. ft.** _____ Length x _____ Height

- **REQUIRED: Detailed description of Business and Use** (Type of Business, Hours, No of Employees)

_____

_____

By signing this application, you are certifying that the above stated information is accurate and the survey (if applicable) submitted with this application is a true representative of the property with the exception of any work proposed by this application. The Zoning Officer reserves the right to inspect all improvements to verify compliance with the authorized zoning permit.

**Property Owner Signature Required**: _____ Date: _____

**AND**

**Contractor/Tenant Signature**: _____ Date: _____



rev. 1/25/26