



Planning / Zoning

TOWNSHIP OF WASHINGTON / GLOUCESTER COUNTY

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

856-589-0520 ext. 2233 or 2245

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)
- Application Fee, check made payable to "Washington Township"
- Signature of Property Owner (See attached application)
- Email where Zoning Permit is to be sent
- Sign applications must include Two (2) Color Renditions with 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.

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 residential 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

- ___ Addition/Alteration \$200 each
- ___ Change of Owner \$35
- ___ Change of Tenant / New Tenant \$35
- ___ Fit Out \$75
- ___ Other \$25
- ___ Temporary Tent \$35 each
- ___ Wireless Telecommunications/Antenna \$35 each
- ___ Change of Use \$35
- ___ Clothing Bin \$25 each
- ___ New Construction \$200
- ___ Pod \$50 each
- ___ Temporary Trailer \$35 each

Signage

- ___ Facade \$35 each
- ___ Freestanding \$35 each
- ___ Temporary Sign / Banner / Flags \$50 each



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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 # _____

<input type="checkbox"/> New Construction _____ Square Foot	<input type="checkbox"/> Addition/Alteration _____ Square Foot
<input type="checkbox"/> Change of Owner _____ Prev. Owner New Owner	<input type="checkbox"/> Change of Tenant _____ Prev. Tenant New Tenant
<input type="checkbox"/> Change of Use _____ Prev. Use New Use	<input type="checkbox"/> Clothing Bin _____ How Many
<input type="checkbox"/> Temporary Tent _____ x _____ Length Width	<input type="checkbox"/> Temporary Trailer _____ x _____ Length Width
<input type="checkbox"/> Wireless Tele/Antenna _____ How Many	<input type="checkbox"/> Other _____
Signage	<input type="checkbox"/> Fit Out _____
<input type="checkbox"/> Façade _____ Length x Height	<input type="checkbox"/> Temp. Sign/Banner _____ Length x Height
<input type="checkbox"/> Freestanding _____ Length x Height	

➤ **Description of work and use:**

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.

Owner Signature: _____ Date: _____

Contractor/Tenant Signature: _____ Date: _____