



CITY OF LAMBERTVILLE  
18 York Street, Lambertville NJ 08530  
Phone: (609) 397-0110 ext. 23  
Email: [construction@lambertvillenj.org](mailto:construction@lambertvillenj.org)  
**ZONING PERMIT APPLICATION**

Ken Rogers, Zoning Officer

Hours - Monday through Thursday 8 to 10am

**Application Fee: \$50.00 - please allow one week for review & processing.**

Please be advised that you are required to submit certifications that the property taxes are up to date. Please contact the Clerk's Office to obtain this certification. They can be reached at (609) 397-0110 ext 12 or via email at [deputyclerk@lambertvillenj.org](mailto:deputyclerk@lambertvillenj.org).

A Zoning Permit is different from the Zoning Board of Adjustment application. Zoning permit approval is required for all exterior projects that include the changing of the footprint of the property, such as; additions, new buildings, sheds, decks, patios, pavers, signs, mechanical equipment, etc.

Any change in occupancy for a commercial space, even if the use is permitted in the zone, requires the submission of & approval of the Zoning Permit, prior to any new tenant occupancy. It is also recommended that you submit a floor plan with your application.

In addition to new commercial occupancy, any new proposed signs, or changes to existing signs, also need to be included on the application. Please provide full dimensions of the sign, proposed location of the sign and a photocopy of the proposed sign. In most cases, depending on the zone, you may also be required to obtain additional outside agency approval - Construction Permit, Historical Preservation Commission and/or D&R Canal Commission approval.

When making changes to the exterior of the property, a site plan or survey will be required, with all proposed information indicated on the plan.

Thank you in advance for your cooperation & we look forward to working with you.



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OFFICE USE ONLY:

Zoning Permit # \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_

**If this property has had any prior approvals from either the Zoning Board of Adjustment or the Planning Board, please include all copies of resolutions.**

**Property Owner's Information**

Name: \_\_\_\_\_

Work Site Location: \_\_\_\_\_

Owner's Address (if different from work site location) \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Owners Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Applicant's Information**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**Proposed Work:**

\_\_\_ Change in Occupancy / Tenants - *Please complete additional information on the second page.*

\_\_\_ Fence Dimensions: \_\_\_\_\_

\_\_\_ Addition Dimensions: \_\_\_\_\_

\_\_\_ New Construction

\_\_\_ Deck/Patio/Pavers Dimensions: \_\_\_\_\_

\_\_\_ Shed/Garage Dimensions: \_\_\_\_\_

\_\_\_ Pool Dimensions: \_\_\_\_\_

\_\_\_ Generator Dimensions: \_\_\_\_\_

\_\_\_ Sign Dimensions: \_\_\_\_\_

Location: \_\_\_\_\_

Total Existing Signs: \_\_\_\_\_ Total Proposed Signs: \_\_\_\_\_



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**Change in Occupancy and/or Use**

Please indicate the use of the previous occupant in detail below:

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Please indicate the use of the proposed occupant in detail below:

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**Property Information**

Please indicate which zone the property is located:

Residential 1 (R1)  Residential 2 (R2)  Service Commercial (C2)  
 Central Commercial (C3)  Central Business District (CBD)  Residential 3 (R3)

Current Use: Residential  Commercial  Mixed Use   
 Proposed Use: Residential  Commercial  Mixed Use

**Total Commercial Square Footage:** \_\_\_\_\_

**Total Number of Residential Bedrooms:** \_\_\_\_\_

**\*Please note, there are parking requirements that may affect an approval. Please visit our website at [www.lambertvillenj.org](http://www.lambertvillenj.org) to view our codified ordinances, based on the zone the property is located.**

**Property setback information for primary structure:**

Existing: Front Yard \_\_\_\_\_ Proposed \_\_\_\_\_  
 Right Side Yard \_\_\_\_\_ Proposed \_\_\_\_\_  
 Left Side Yard \_\_\_\_\_ Proposed \_\_\_\_\_  
 Rear Side Yard \_\_\_\_\_ Proposed \_\_\_\_\_

**Property setback information for accessory structure:**

Existing: Front Yard \_\_\_\_\_ Proposed \_\_\_\_\_  
 Right Side Yard \_\_\_\_\_ Proposed \_\_\_\_\_



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Left Side Yard \_\_\_\_\_ Proposed \_\_\_\_\_  
Rear Side Yard \_\_\_\_\_ Proposed \_\_\_\_\_

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Ken Rogers, Zoning Officer \_\_\_\_\_

Date: \_\_\_\_\_ Approved: \_\_\_\_\_ Denied: \_\_\_\_\_