



Borough of  
**BERNARDSVILLE**

## Zoning Permit Application Process

**NOTE: WORK CANNOT COMMENCE PRIOR TO OBTAINING ZONING PERMIT APPROVAL. THIS INCLUDES NO CONSTRUCTION, RECONSTRUCTION, ALTERATION, CONVERSION, OR INSTALLATION.**

**SUBMITTING TO THE PLANNING BOARD (MAY INCLUDE BULK VARIANCES AND WAIVERS):**

- SUBDIVISION
- SITE PLAN APPROVAL

**ZONING PERMIT APPLICATIONS ARE REQUIRED FOR THE FOLLOWING PROJECTS:**

- NEW DWELLING/STRUCTURE
- RESIDENTIAL ADDITION
- ACCESSORY BUILDING
- INTERIOR REMODELING
- SHED/STORAGE
- FENCE
- DECK
- COMMERCIAL ADDITION
- COMMERCIAL INTERIOR
- SIGN
- POOL
- COMMENCEMENT OR CHANGE OF USE OF A PROPERTY/STRUCTURE
- DEMOLITION
- PATIO/PORCH
- GARAGE
- GENERATOR
- RETAINING WALL(S)
- DRIVEWAYS
- FINISHED BASEMENT
- HOME-BASED BUSINESS
- BAY WINDOWS (EXTENDING BEYOND DWELLING FOOTPRINT)
- FOUNTAINS/KOI PONDS
- BILCO DOORS
- NEW AIR CONDITIONING UNIT
- HOT TUBS (IF POURING A PAD)
- PILLARS
- TENNIS/BASKETBALL COURTS/SKATING RINKS
- GAZEBO/PERGOLA

**\$100 APPLICATION FEE (CHECK OR CASH) IS REQUIRED FOR ALL ZONING PERMITS.**

**NOTE: UPDATES TO EXISTING CONSTRUCTION PERMITS REQUIRE A NEW ZONING APPLICATION AND FEE.**

**PLEASE REACH OUT TO THE ZONING OFFICER IF YOU HAVE ANY FURTHER QUESTIONS.**  
Renee Apuzzo - (908) 766-3000 ext. 114 or rapuzzo@bernardsvilleboro.org

**APPROVED**

**BERNARDSVILLE'S ZONING OFFICE WILL CONTACT YOU FOR APPROPRIATE BUILDING REQUIREMENTS.**

**CONSTRUCTION PERMITS REQUIRED? CONSTRUCTION CANNOT COMMENCE UNTIL CONSTRUCTION PERMITS ARE ISSUED.**

**IF CONSTRUCTION PERMITS ARE NOT REQUIRED, PROJECT CAN PROCEED WITH ZONING PERMIT.**

**DENIED - CHOOSE ONE OF THE FOLLOWING**

**REVISED ZONING PERMIT MUST BE AMENDED AND RESUBMITTED**

**APEAL DECISION TO THE ZONING BOARD OF ADJUSTMENT WITHIN 20 DAYS  
MLUL 40:55D-72**

**REQUEST FOR VARIANCE TO THE ZONING BOARD OF ADJUSTMENT (REFER TO DENIAL LETTER PROVIDED FROM ZONING OFFICER WITH VARIANCE INFORMATION)**

**BULK VARIANCE**

**AND/OR**

**USE VARIANCE**

**FOR FURTHER VARIANCE INFORMATION, PLEASE CONTACT THE BOARD SECRETARY AT EXT. 145**

**RESOLUTION COMPLIANCE MUST BE COMPLETED BEFORE BUILDING PERMITS ARE RELEASED**