

**FROM THE OFFICE OF  
ZONING AND PLANNING  
CHECKLIST FOR OBTAINING A  
ZONING PERMIT  
CONSTRUCTION/ SEWER**

- A fee for \$50.00 is applicable for all zoning permits, to be paid when the application is submitted to the Zoning Office. \$50.00 for Grading and Drainage (on new homes only)
  - Revised application requires a \$25.00 fee for re-review
- Completed zoning permit, signed by the Owner
  - A) See attached rules
- Tax and Sewer form **MUST** be signed by the tax collector before submitting zoning permit, that taxes are current (form supplied)
- Signed waiver, by owner, that no wetlands exist on the property (form supplied)
- Upon a fully completed permit, the zoning office shall have 10 business days to approve or deny a permit.
- Upon permit approval, application shall forward zoning permit to the sewer office for their review before construction permit is issued.
  - A) Note: construction office has 20 business days to review plans before issuing a construction permit. Construction review won't begin until approved zoning
  - B) **NO** jacket will be accepted without a zoning/ sewer permit approval.

## PERMITS REQUIREMENTS

THIS APPLICATION MUST BE ACCOMPANIED BY : A CURRENT, SEALED SURVEY BY A LICENSED SURVEYOR, DRAWN TO SCALE ( WITH SCALE SHOWN) WITH DIMENSIONS SHOWING THE EXACT SIZE, SHAPE AND LOCATION OF ALL EXISTING AND PROPOSED BUILDINGS AND STRUCTURES, AND SUCH ADDITIONAL INFORMATION AS MAY BE REQUIRED BY THE ZONING OFFICER TO ALLOW HIM/HER TO DETERMINE IF A ZONING PERMIT SHOULD BE ISSUED. THE ZONING OFFICER MAY WAIVE THE SURVEY REQUIREMENT FOR MINOR APPLICATIONS PROVIDED THAT SUFFICIENT AND SATISFACTORY INFORMATION IS SUBMITTED FOR HIM/HER TO MAKE AN INFORMED DECISION. **NOTE:** WHEN BOTH EXISTING AND PROPOSED BUILDINGS AND STRUCTURES ARE INVOLVED THE EXISTING BUILDINGS AND STRUCTURES SHALL BE CROSS-HATCHED IN ORDER TO AID IN THE REVIEW OF THE SURVEY.

## APPLICATION FOR SEWER CONNECTION

THIS APPLICATION MUST BE FILED IN QUADRUPLICATE BY THE APPLICANT AND MUST BE ACCOMPANIED BY THE APPROPRIATE APPLICATION FEES PER SERVICE CONNECTION, AS WELL AS THE REQUIRED CONNECTION FEE(S) MADE PAYABLE TO THE TOWNSHIP OF MIDDLE, NJ. DEP APPROVAL IS REQUIRED.

APPLICATION IS HEREBY MADE FOR PERMISSION TO EXCAVATE AND MAKE DIRECT CONNECTION TO THE SANITARY SEWER SYSTEM OF THE TOWNSHIP OF MIDDLE.

APPLICATION AND FEES MUST BE SUBMITTED TO THE TOWNSHIP OF MIDDLE SEWER UTILITY. A ROAD OPENING APPLICATION/ PERMIT MUST ALSO BE OBTAINED PRIOR TO CONNECTION BEING MADE TO THE SANITARY SEWER SYSTEM.

THE APPLICATION IS FOR FOUR INCH (4") DIAMETER OR SIX INCH (6") DIAMETER SEWER CONNECTIONS WHICH SHALL MEET LOCAL BUILDING CODES, REGULATIONS AND REQUIREMENTS.

NO SEWER CONNECTION LARGER THAN SIX INCH (6") DIAMETER WILL BE PERMITTED UNDER THIS APPLICATION.

APPLICATION FOR SEWER EXTENSIONS SUCH AS MULTIPLE UNIT CONNECTIONS, DEVELOPMENTS, CONNECTIONS EIGHT INCH (8") DIAMETER AND LARGER, MULTI-BUILDING COMPLEXES, ETC., ARE NOT INCLUDED UNDER THIS SEWER CONNECTION APPLICATION.

A SEWER CONNECTION PLAN MUST BE COMPLETED AND PROVIDED ALONG WITH APPLICATION.

***NO ZONING PERMIT WILL BE ACCEPTED WITHOUT PROOF OF  
TAXES AND SEWER BEING PAID***

**CERTIFICATION FROM TAX COLLECTOR**

BLOCK: \_\_\_\_\_

LOT: \_\_\_\_\_

OWNER: \_\_\_\_\_

I hereby certify that the taxes on the above property are current thru \_\_\_\_\_ quarter of \_\_\_\_\_  
OR taxes are due thru \_\_\_\_\_ Quarter of \_\_\_\_\_

Date: \_\_\_\_\_

Tax Collector's Signature \_\_\_\_\_

**CERTIFICATION FROM SEWER COLLECTOR**

BLOCK \_\_\_\_\_

LOT \_\_\_\_\_

OWNER \_\_\_\_\_

I hereby certify that the Sewer on the above property are current thru \_\_\_\_\_ quarter of \_\_\_\_\_  
OR Sewer is due thru \_\_\_\_\_ Quarter of \_\_\_\_\_.

Date: \_\_\_\_\_

Sewer Collector's Signature \_\_\_\_\_

**NO ZONING PERMIT WILL BE ISSUED WITHOUT OWNERS SIGNATURE  
REGARDING WETLANDS ON THE PROPERTY**

Address \_\_\_\_\_

Block \_\_\_\_\_

Lot (s) \_\_\_\_\_

I hereby certify that the above listed property HAS NO wetlands or other regulated issues.

Owner \_\_\_\_\_

I hereby certify that the above listed property HAS wetlands and other regulated issues.

NJDEP permit number \_\_\_\_\_ date of plan \_\_\_\_\_

Owner \_\_\_\_\_

**Application for Zoning Permit**  
**Township of Middle**

Date: \_\_\_\_\_

Block: \_\_\_\_\_ Lot: \_\_\_\_\_ Zone: \_\_\_\_\_

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

Property Owner \_\_\_\_\_

Address of Owner \_\_\_\_\_

Email Address \_\_\_\_\_

Existing Use \_\_\_\_\_

Description and dimensions of work \_\_\_\_\_

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his/her agent and we agree to conform to all application laws of this jurisdiction.

\_\_\_\_\_  
Owner signature                      address    phone    fax

Name of the Applicant: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

RESIDENTIAL     SEWER     COMMERCIAL     SEPTIC    NOTES: \_\_\_\_\_

\_\_\_\_\_ Number of current units

\_\_\_\_\_ Number of proposed units

\_\_\_\_\_ Sq. Footage of building if commercial

\_\_\_\_\_ Road opening permit required

\_\_\_\_\_ New connection

\_\_\_\_\_ Reconnection

\_\_\_\_\_ Upgrade

\_\_\_\_\_  
*Zoning Official Signature*

**DO NOT FILL OUT BELOW THIS LINE – TO BE COMPLETED BY APPLICABLE**  
**TOWNSHIP DEPARTMENT**

**PART A: TO BE COMPLETED BY THE SEWER DEPARTMENT**

Residential	<input type="checkbox"/>	Application Fee \$ _____
Commercial	<input type="checkbox"/>	Connection Fee \$ _____
Existing Sewer	<input type="checkbox"/>	
New Sewer	<input type="checkbox"/>	

\_\_\_\_\_ Date sent to Construction: \_\_\_\_/\_\_\_\_/\_\_\_\_

*Signature*

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**PART B: TO BE COMPLETED BY THE CONSTRUCTION OFFICE**

Description of Work Being Performed:

\_\_\_\_\_

Type of Permit Applied for \_\_\_\_\_ Permit # \_\_\_\_\_

Date Construction Permit Issued \_\_\_\_/\_\_\_\_/\_\_\_\_ Date Inspected \_\_\_\_/\_\_\_\_/\_\_\_\_

\_\_\_\_\_

*Signature*

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**PART C: TO BE COMPLETED BY TAX COLLECTER**

Date Forwarded to Tax Collection for Billing Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Date Billing Initiated: \_\_\_\_/\_\_\_\_/\_\_\_\_ Account \_\_\_\_\_

\_\_\_\_\_

*Signature*

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**PART D: TO BE COMPLETED BY SUPERINTENDENT OF PUBLIC WORKS**

Date Forwarded to Tax Collection for Billing Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Date Billing Initiated: \_\_\_\_/\_\_\_\_/\_\_\_\_ Amount for Street Opening \_\_\_\_\_

\_\_\_\_\_

*Signature*