

**STAFFORD TOWNSHIP**  
**COMMUNITY DEVELOPMENT DEPARTMENT**  
**260 E. BAY AVENUE**  
**MANAHAWKIN, NEW JERSEY 08050**  
(609) 597-1000 x 8535  
[www.twp.stafford.nj.us](http://www.twp.stafford.nj.us)

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**ZONING PERMIT INSTRUCTIONS FOR:**  
**FOR NEW SINGLE FAMILY HOMES IN A RECENTLY**  
**APPROVED MAJOR SUBDIVISION**

1. Complete Zoning Permit Application.
2. Three (3) certified surveys of the proposed development, prepared by a surveyor or engineer licensed in the State of New Jersey. A plot plan prepared and certified by an architect licensed in the State of New Jersey is also acceptable. The survey must show all setbacks as well as the height of the proposed structure(s). All work must comply with the subdivision approval.

If the structure is located in **Special Flood Hazard A or AE Zone** it must include the height of the proposed first floor elevation (including all electrical, heating, ventilation, plumbing and air-conditioning equipment, ductwork and other service facilities) and a certification by a licensed architect or engineer that the new construction conforms to Stafford Code 114.16 & 114.17. The elevations for the new work must be measured in relation to mean sea level.

If the structure is located in **Special Flood Hazard V Zone** it must include the height of the proposed bottom of the lowest horizontal structural member (including all electrical, heating, ventilation, plumbing and air-conditioning equipment, ductwork and other service facilities) and a certification by a licensed architect or engineer that the new construction conforms to Stafford Code 114.18. The elevations for the new work must be measured in relation to mean sea level.

3. Copy of the Planning Board or Zoning Board of Adjustment resolution.
4. \$25.00 - Zoning Permit Fee payable to Stafford Township.

Please refer to the Final Zoning Requirements form for further information.

Additional information or documentation may be requested in order to issue your permit.