

Buena Vista Township

Mayor

William Ruggeri

Administrator/Clerk

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Township Committee

Aaron Krenzer

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Check list of required items needed to obtain a Zoning Permit for New Construction

1. Certificate of Filing from the Pinelands, if applicable.
2. A copy of the Decision of Resolution for the approval from the Planning or Zoning Board from a subdivision or variance (if applicable).
3. Two (2) copies of the plot clearing plan/survey clearing showing all existing and proposed buildings and structures located on the property. Label use of each structure. Plan must be to scale. Building heights shall be provided. Existing and proposed clearing limits shall be provided.
4. Location of the proposed septic system and well, with the approval and drawings from the Atlantic County Health Dept.
5. Road Openings or Highway Access permit if applicable.
6. An architectural drawing of the proposed structure including the square footage and the square footage of all other buildings.
7. Briefly describe the proposed construction/activity.
8. Soil Conservation approval or waiver.
9. Copy of comprehensive grading plan as prepared by an engineer, sufficient to determine the general lay of the land and existing and proposed drainage patterns. Grading plan subject to approval from Municipal Engineer.
10. Sealed property survey (no more than 2 years old) shall show setbacks from all property lines to all existing and proposed structures.
11. Proposed driveway length, width, apron, and construction material, See 115-197.
12. If the applicant is not the owner of the property, attach a notarized letter of permission from the owner allowing the described project.
13. Provide two (2) copies of everything listed above.