

## Cranbury Township

The following information is provided to help private residents more clearly understand the requirements for obtaining approvals for various types of projects in Cranbury Township. In most cases more than one approval is necessary. It is the obligation of the applicant to seek and receive all approvals prior to the start of the project. The Construction Office determines what approvals are necessary. Commercial and Industrial applicants must contact the individual offices below to determine what applications and approvals are required.

### APPROVAL REQUIREMENTS

PROPOSED CONSTRUCTION OR USE	HPC Linda Scott (609) 664-3131 ph (609) 395-9272 fax lscott@cranbury-nj.com	ZONING Jeffrey Graydon (609) 655-0470 ph (609) 395-8861 fax jgraydon@cranbury-nj.com	ENGINEERING William Tanner P.E. (908) 359-8291 ph (908) 359-1580 fax btanner@vcea.org	CONSTRUCTION Greg Farrington (609) 664-3131 ph (609) 395-8861 fax gfarrington@cranbury-nj.com
<b>Additions</b>	Yes	Yes	No	Yes
<b>Driveways, Paving</b>	Yes	Yes	Yes	No
<b>Exterior Construction</b>	Yes	Yes	No	Yes
<b>Fences</b>	Yes	Yes	No	6' or higher, & for pools
<b>Home Occupations</b>	No	Yes	No	No
<b>Interior Renovations</b>	No	No	No	Yes
<b>Landscaping</b>	No	Yes, if grade changes	Yes, if grade changes	No
<b>New Home</b>	Yes	Yes	Yes	Yes
<b>Roofing</b>	Yes	No	No	Yes
<b>Satellite Dishes</b>	Yes	Yes	No	No
<b>Signs</b>	Yes	Yes	No	Yes
<b>Sidewalks</b>	Yes	No	Yes	No
<b>Storage Sheds</b>	Yes	Yes	No	If larger than 100 SF
<b>Swimming Pools</b>	Yes	Yes	No	Yes
<b>Tennis Courts</b>	Yes	Yes	Yes, drainage	Yes, fence 6' or higher
<b>Windows and Doors</b>	Yes	No	No	Yes, if in new opening

**HPC** (Historic Preservation Commission) review and approval is required for all types of construction that require a Building Permit if subject property is either within the Historic District or is within the Buffer Zone. HPC approval is a prior approval to a construction permit. HPC reviews all Planning and Zoning Board applications that may result in construction of a building or buildings within or visible from the Historic District. HPC requires a completed application available in the Construction or HPC Office. A map of the Historic District and Buffer Zone is available in the Planning and Zoning office and is included with the HPC application, which can be found at [www.cranburytownship.org](http://www.cranburytownship.org)

**Zoning** review and approval is required for Certificates of Occupancy and for Change in Use as well as various types of construction. Zoning approval is a **Prior** approval to a construction permit. Zoning Permit applications and a Zoning Map as well as forms and ordinances are available in the Planning and Zoning office or Construction office. The Zoning Officer or Planning and Zoning Secretary will upon request, provide copies of ordinances and the Municipal Code is available on line at <http://www.cranburytownship.org>

If your proposed Use, Activity or Construction is not in compliance with the Cranbury Township Municipal Land Use Ordinance your application will be denied, and you will be given a denial letter and a copy of the ordinance detailing why your proposal was denied. You may appeal that determination or apply for variances by completing an application available from Josette Kratz, [jkkratz@cranbury-nj.com](mailto:jkkratz@cranbury-nj.com) Planning and Zoning Secretary.

**Engineering** review requirements are dependent on the type of work proposed and specific requirements should be confirmed in communications with the Cranbury Township Municipal Engineer, William Tanner P.E.

**Construction** requires completion and approval of construction permit applications. The nature of the proposed construction will dictate the forms necessary to complete your application. Construction applications and forms are available in the Cranbury Township Construction Office.

**CRANBURY TOWNSHIP  
ZONING PERMIT APPLICATION**

**Property Information**

Address \_\_\_\_\_  
Block \_\_\_\_\_  
Lot \_\_\_\_\_  
Zone if known \_\_\_\_\_

**Owner Information**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_  
Fax \_\_\_\_\_  
Email \_\_\_\_\_

**Applicant Information** (if different from owner)

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_  
Fax \_\_\_\_\_  
Email \_\_\_\_\_

**Prior Approvals or Denials**

Has this property received prior Planning Board or Zoning Board approval or denial? (YES \_\_\_) (NO \_\_\_)  
Please enter Date of Approval or Denial \_\_\_\_\_mm/dd/yyyy

**Description of proposed construction or use**

**Certification**

I certify the information provided on this application and attachments is to the best of my knowledge accurate and complete.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date mm/dd/yyyy

**Attachments**

A site survey or drawing is required showing existing and proposed structures with dimensions from the structures to all property lines.  
Photos, cut sheets or drawings of existing and proposed structures are not required but are helpful to understand the scope of the project and determination of compliance.  
Approval or denial of the project is dependent on the accuracy of information supplied by the applicant.

Questions about this application should be directed to Jeffrey Graydon, Zoning Officer.  
Phone 609-655-0470 or email [jgraydon@cranbury-nj.com](mailto:jgraydon@cranbury-nj.com)