



Township of Branchburg

1077 US HIGHWAY 202 NORTH, BRANCHBURG, NJ 08876-3936

TELEPHONE: (908) 526-1300 x139 FAX: (908) 526-7479

www.branchburg.nj.us

OFFICE OF THE ZONING OFFICIAL

INSTRUCTIONS FOR FILING A ZONING PERMIT

Section 7-1.5 of the Township Ordinances requires that a Zoning Permit be issued to insure that every building or premises and the proposed use thereof, are in conformity with the provisions of the Ordinances or of a Variance or Site Plan approval. Your attention to the details in the accompanying application will expedite the review process.

- A) Refer to the attached Zoning Schedule for area and setback details. If the proposed construction does not conform – a Variance may *be required*.
- B) The following items **must** be submitted:
 - 1. Original signed application.
 - 2. Two sets of the survey/plot plan showing the size and location of all existing and proposed buildings, structures, and other facilities, drawn to scale.
Note: Critical areas, such as stream encroachment, buffer zones, easements, right-of-ways, septic tank and leaching fields, wells, etc. should be noted on survey/plot plan.
SEPTIC TANKS AND FIELDS AND/OR WELL LOCATIONS SHALL BE SHOWN TO SCALE ON SURVEY.
 - 3. Two sets of construction details.
 - 4. A Copy of brochures, pamphlets, or design standards, if available.
 - 5. **A \$25.00 fee is required. (Building Department fees are NOT included)**
 - 6. New residential construction/additions may require septic and/or well permits from the Board of Health.
- C) Building permit applications, obtained from the Building Department, must be submitted with the zoning permit.
- D) When a Building Permit Application accompanies a Zoning Permit Application, the file will be forwarded to the Building Department internally. The Building Department will contact you when the Building Permits are ready.
- E) A Wastewater Discharge Application (page 4) is required for commercial applications and residential bedroom additions.

The Zoning Department has 10 business days to review the application.
Approved Zoning Permits or Letters of Denial will be mailed upon completion of review.



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OFFICE OF THE ZONING OFFICER

ZONING PERMIT APPLICATION

Block: _____ Lot: _____ Zone: _____

Address: _____

Owner/Applicant: _____

Address: _____

Email: _____

Telephone number: _____ Please check if unlisted Fax: _____

Proposed construction: _____

Present use: _____

Proposed setbacks: Left: _____ Right: _____

Front: _____ Rear: _____

Lot size: _____ No. of dwellings: _____ Sq.ft. of dwelling(s): _____

Number of accessory buildings: _____

Water (✓ one): Well Public Sewer (✓ one): Septic Public

Is the premise listed as an Historic structure: Yes No

If a Variance was required please complete the following:

Planning Board or Board of Adjustment approval? Yes No

If yes, Case number: _____, a copy of the signed Resolution must be submitted.

Applicant's signature: _____ Date: _____

Contractor's signature: _____ Date: _____

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Date of review: _____ Approved Denied Ordinance number: _____

Thomas Leach, Zoning Officer



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OFFICE OF THE ZONING OFFICER

ZONING SCHEDULE

Zone	Minimum Lot Area	Minimum Lot Frontage	Front	Side	Rear	Maximum Bldg. Height	Maximum Coverage
R-3	130,000	250 Ft.	75	50	50	35' / 2½ Stories	15%
LD	43,560	150 Ft.	75	25	35	35' / 2½ Stories	N/A
VR	15,000	75 Ft.	35	10	15	35' / 2½ Stories	N/A
NBH	8,000	50 Ft.	15	10	10	35' / 2½ Stories	N/A
VB	20,000	100 Ft.	0	15	15	35' / 2½ Stories	65%
MDR	See Survey						
R/S 1	110,000	325 Ft.	50	25	25	50' / 3½ Stories	See Note
R/S 2	60,000	200 Ft.	50	25	25	50' / 3½ Stories	See Note
OL	10 Acres	500 Ft.				50' / 4 Stories	50%
I-1	3 Acres	200 Ft.	75	30	75	45' / 3½ Stories	60%
I-2	5 Acres	350 Ft.	75	25	50	50' / 3½ Stories	65%
O	5 Acres	200 Ft.	75	30	75	45' / 3½ Stories	50%
RRC	See the Land Development Ordinance 3-26.3						

Sheds In residential zones, sheds less than 150 sq. ft. in area may be located not closer than 5 ft. of side and rear lot lines, but not on easements, right of ways, buffer zones, etc.

Note for RS-1 & RS-2: Less than 2 stories, 40%. At least 2 stories but less than 3, 50%. At least 3 stories, 60%.

Old Town Setback

“There are no rear yard setback requirements”

Minimum Side Yard: Single Family: 10 Feet
Duplex: 10 Feet
Townhouse: 5 Feet



TOWNSHIP OF BRANCHBURG

1077 US HIGHWAY 202 NORTH, BRANCHBURG, NJ 08876-3936

TELEPHONE: (908) 526-1300 x142 FAX: (908) 526-2452 www.branchburg.nj.us

OFFICE OF THE TOWNSHIP ENGINEER

WASTEWATER DISCHARGE APPLICATION

COMMERCIAL / RESIDENTIAL PROPERTIES

Permit Type (✓ one): Annual Renewal New Connection Increase in discharge rate Other _____

Property Owner Name: _____

Property Address: _____ Block: _____ Lot: _____

Contact name: _____ Title: _____

Telephone number: _____ Fax number: _____ Email: _____

Description of proposed and/or current use: (i.e. 10,000 sf office space and 15 warehouse employees, no showers.) see sheet 2 for applicable descriptions: _____

Total GPD per calculation sheet (Sum of Individual total GPD per Tenant, number 27.) _____

I certify that I am the Owner, Corporate Officer or General Partner of the property which is the subject of this application, that the foregoing statements and the materials submitted are true, and I agree to abide by the Township Sanitary Sewer Regulations as stipulated in Chapter X of the Township General Ordinances.

PLEASE SIGN AND RETURN THE APPLICATION WITH THE CALCULATION SHEET NO. 2

Owner's name (print): _____ Title: _____

Signature: _____ Date: _____

Please note:

1. All applications for new connections must be accompanied by detailed plans and specifications of the connection.
2. Any work proposed within any Township easement or right of way requires a Permit to Open Public Ground from the Township Engineering Department.
3. All applications for non-residential discharges involving other than typical domestic sewage must be accompanied by a complete schedule of all process waters and industrial wastes produced or expected to be produced at the property, including a description of the character of each waste, the daily volume and the maximum rates of discharge and representative analysis.
4. All applications from corporations or partnerships must be signed by a corporate officer/general partner.

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Engineering Department	Township Official _____	Date _____	GPD (annual charge) _____	GPD (connection fee) _____	EDU's _____	Connection Fee _____
Comments: _____						
Tax Collector	Receipt from SRVSA __Y__W	Receipt of Municipal Connection Fee__Y	Tax Collector _____	Date _____		
						C: Tax Collector Land Use/Zoning Code Enforcement



TOWNSHIP OF BRANCBURG
OFFICE OF THE TOWNSHIP ENGINEER
Wastewater Discharge Application Calculation Sheet No. 2

CALCULATION SHEET No. 2.

- Procedures for Calculating Average Daily Discharge in Gallons Per Day (GPD)**
- All discharge rates shall be calculated based upon the latest revision of N.J.A.C. 7:14A-23.3. Applicable sections as revised to 4/2/12 are repeated here for the applicants benefit.
 - Flow for facilities that have combined uses shall be determined by the summation of all appropriate projected flow values for each use.
 - The Township recognizes that the table below may not cover all establishments and facilities, and in particular facilities that require an industrial treatment works approval. In the event that a facility is not covered, the applicant shall propose the projected flow based upon operation of similar facilities or best professional judgment. The Township reserves the right to accept, modify or deny the proposed flow value.

Type of Establishment	Measurement Unit	(1) Gallons Per Day	(2) Number of Units	Total Gallons Column 1 x Column 2
Residential Dwellings (single family home, duplex units, townhouses, condominiums, apartments)				
1 bedroom unit	Per Dwelling	150		
2-bedroom unit	Per Dwelling	225		
3-bedroom unit or larger	Per Dwelling	300		
Transit dwelling units				
Hotels	Bedroom		75	
Lodging houses and tourist homes	Bedroom		60	
Motels and tourist cabins	Bedroom		60	
Boating houses (max. permitted occupancy)	Boat	50		
Camps				
Campground/mobile rec. vehicle/tent	Site	100		
Parked mobile trailer site	Site	200		
Children's camps	Bed	50		
Labor camps	Bed	40		
Day camps - no meals	Person	15		
Restaurants (including washrooms and turnover)				
Average restaurant	Seat	35		
Bar/cocktail lounges	Seat	20		
Fast food restaurant	Seat	15		
24 hour service restaurant	Seat	50		
Curb service/drive-in restaurant	Car space	50		
Clubs				
Residential	Member	75		
Nonresidential	Member	35		
Racquet club	(per court per hr)	80		
Bathroom with shower	Person	25		
Bathroom without shower	Person	10		
Institutions (includes staff)				
Hospitals	Bed	175		
Other institutions	Bed	125		

Type of Establishment	Measurement Unit	(1) Gallons Per Day	(2) Number of Units	Total Gallons Column 1 x Column 2
Schools (includes staff)				
No shower or cafeteria	Student	10		
With cafeteria	Student	15		
With cafeteria and showers	Student	20		
With cafeteria, showers and labs	Student	25		
Boarding	Student	75		
Automobile service stations	Per filling position	125		
Service bays	Per bay	50		
Metal-market	Sq. Ft.	0.100		
Miscellaneous				
Office buildings (gross area)	Sq. Ft.	0.100		
Factories/warehouses (add process wastewater)	Employee	25		
with showers (add process wastewater)	Employee	40		
Laudromats	Per machine	580		
Bowling alleys	Alley	200		
Picnic Parks (restrooms only)	Person	10		
Picnic Parks with showers	Person	15		
Fairgrounds (based upon average attendance)	Person	5		
Assembly halls	Seat	3		
Airports (based on passenger use)	Passenger	3		
Churches (worship area only)	Seat	3		
Theater (indoor)	Seat	3		
Diner theater	Seat	20		
Catering/banquet hall	Person	20		
Sports stadium	Seat	3		
Visitor Center	Visitor	5		
Total				