

## APPLICANT INSTRUCTIONS FOR ZONING PERMIT

All applications for Zoning Permit shall be accompanied by the following documentation:

1. Sealed survey, signed by a land surveyor licensed in the State of New Jersey
2. Building plans
3. Proof of well and septic permits from the Warren County Board of Health
4. Driveway permit issued by the Township Engineer
5. Location of all structures, septic systems, wells on lot, together with dimensions to the nearest lot line
6. Where there are wetlands on or adjacent to the site, a letter of interpretation from the NJDEP
7. Resolution from the LandUse Board, together with a letter itemizing and documentation compliance with all requirements of any approvals grants by said Board
8. Fee:

New Residential Construction	\$50.00
Renovations/Additions & Accessory Structure/Buildings	\$50.00
Residential/Commercial Home Occupation/New Business/Change of Use	\$50.00
Commercial Renovations/Additions & Accessory Structures/Buildings	\$100.00
Residential work completed without prior zoning approval (additional)	\$50.00
Commercial work completed without prior zoning approval (additional)	\$100.00
9. Proof of payment of Taxes – see attached form for submission to Tax Collector
10. Any Additional information deemed by the Zoning Official to be necessary to determine compliance with the provisions of the Code of the Township of Liberty

Upon submission of an application, Zoning officer shall determine which of the above are required for a determination on such application.

In the event that required information is not submitted, review of the zoning permit application will be delayed.

## **TOWNSHIP OF LIBERTY Zoning Permit Application**

Please submit all of the following information to the Zoning Officer in person, or by mail to the address below

**FEES** (Payable to Liberty Township, Check \_\_\_\_\_  
(Personal, Certified or Money Order)  **SITE PLAN/copy of PROPERTY SURVEY**  
(Show approximate locations for all existing & proposed  
structures, septic & well, dimensions, height, and setbacks  
from other buildings, lot lines and public right of ways)  
 **BUILDING & FLOOR PLANS** (if applicable)  **CERTIFICATION OF PROPERTY TAX STATUS**

### **APPLICATION COMPLETE READY FOR REVIEW**

*Zoning Officer Signature*

*Date*

#### **A. APPLICANT INFORMATION**

Name: \_\_\_\_\_

Location: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Block: \_\_\_\_\_ Lot(s) \_\_\_\_\_

Phone Number \_\_\_\_\_

E-Mail: \_\_\_\_\_

Lot Size \_\_\_\_\_ Zone \_\_\_\_\_

#### **C. PROPOSED STRUCTURE OR USE**

Description \_\_\_\_\_

Check one:  Principal Use  Accessory Use

Dimensions \_\_\_\_\_ Height \_\_\_\_\_ Square footage \_\_\_\_\_

Setbacks (in feet) FRONT \_\_\_\_\_ REAR \_\_\_\_\_

SIDE \_\_\_\_\_ SIDE \_\_\_\_\_  
(left) (right)

**D. Was this property previously the subject of Board (Planning/Zoning or Land-Use) action? \_\_\_\_\_**  
(If YES, please attach a copy of resolution, approved site plan and/or other approvals)

**E. This lot was created prior to March 29, 2004 (major development) \_\_\_\_\_, May 17, 2004 \_\_\_\_\_. If neither applies,  
lot is not exempt.**

Note: The following documentation shall be provided (if applicable); 1. Board approvals, 2. Driveway Permit, 3. Well and  
Septic Permits, 4. Food Handling Permit, 5. Soil Disturbance Permit, 6. Stream/Wetland Encroachment Permit, 7. Others  
required by law

**F. I Hereby Certify that Everything Presented in this Application Package is True to the Best of My  
Knowledge & Grant Permission to Inspect Subject Premises, if Necessary, for Review:**

*Applicant's Signature*

*Date*

*Property Owner's Signature*

*Date*

**THIS PERMIT IS HEREBY**

**ISSUED/DENIED**

**PERMIT#:** \_\_\_\_\_

*Zoning Official's Signature*

*Date*

**COMMENTS / CONDITIONS:**

**Please Note:** In addition to applicable building permits, applicant is still responsible for obtaining all associated local, county  
and/or state approvals as required by law.

Attn: Zoning Officer, Liberty Township, 349 Mountain Lake Road, Great Meadows, NJ 07838  
Phone: 908-637-4579 ext. 14 / Fax: 908-637-6916, zoning@libertytownship.org

*Date of Publication January 1, 2026*



## TOWNSHIP OF LIBERTY

349 Mountain Lake Rd, Great Meadows NJ 07838

Cindy Eckert, Tax Collector

Phone: 908-637-4579 x15

Fax: 908-637-6916

Email: [taxcollector@libertytownship.org](mailto:taxcollector@libertytownship.org)

### CERTIFICATION OF PROPERTY TAX STATUS

Block \_\_\_\_\_

Lot \_\_\_\_\_

Qual. \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Owner \_\_\_\_\_

I hereby certify that the property taxes on the above referenced property are paid  
in full through the \_\_\_\_\_ Quarter of 20 \_\_\_\_\_ with the following exceptions:

#### Taxes

Year-Quarter

Due Date

Principal Due

#### Liens

Certificate #

Sale Date

Principal Due

(Any amounts due above may be subject to additional interest, costs and/or  
penalties. Payoff amount may be obtained from the Tax Collector's Office).

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Tax Collector

Date

Note: This certification is not an Official Tax Search. The information contained herein should not be considered reliable except to the extent that it represents a good faith estimate of the status of real estate taxes in the Township of Liberty on the referenced property. This document is made for the sole use of conducting official business with a New Jersey State, County or Local government agency or related board. Any other use shall make this certification void.

January 2020