

**JEFFREY FETTE**  
Construction Official



**Cynthia Petersen**  
Technical Assistant

**(201) 391-5732**  
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**BOROUGH OF MONTVALE**  
**Building Department – Code Enforcement**  
12 Mercedes Drive, Montvale, NJ 07645  
[www.montvale.org](http://www.montvale.org)

**ZONING PERMIT APPLICATION**

Permit # \_\_\_\_\_

**Block** \_\_\_\_\_ **Lot** \_\_\_\_\_ **Zone** \_\_\_\_\_

Property Address \_\_\_\_\_

Owner of Property \_\_\_\_\_

Address \_\_\_\_\_

Home telephone \_\_\_\_\_ Daytime telephone \_\_\_\_\_ Cell telephone \_\_\_\_\_

Name of Contractor or Person responsible for work, if other than above \_\_\_\_\_

Address \_\_\_\_\_

Contact telephone number \_\_\_\_\_ License # \_\_\_\_\_

**AUTHORIZATION:** ANYONE OTHER THAN ABOVE OWNER IS MAKING THIS APPLICATION; THE FOLLOWING AUTHORIZATION MUST BE EXECUTED:

TO THE ZONING OFFICIAL OF THE BOROUGH OF MONTVALE:

\_\_\_\_\_  
Name of Designee

Is hereby authorized to act on behalf of this application

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner / Applicant

**ZONING PERMIT REQUEST**

**PLEASE CHECK ALL THAT APPLY: A current survey showing proposed locations and setbacks are required for all permit applications**

- Accessory Structure (100 sq. ft. or less) (Plans required)** Fee - \$100.00
  
- Signs – (Plans required showing sizes and colors)**
  - Application Fee - \$150.00
  - Refacing (each side) Fee - \$50.00
  - Temporary Sign / Renewal (**Limit - 6 months**) - Expires \_\_\_\_\_ Fee - \$100.00
  - Banners (**Limit - 2 weeks**) Fee - \$75.00
  
- Temporary Trailer (Limit one year)** Fee - \$100.00
  
- Temporary Trailer (Limit two weeks) - Expires \_\_\_\_\_** Fee - \$25.00
  
- Fence - ALL FENCES EXCEPT POOL FENCES Height of fence \_\_\_\_\_** Fee - \$50.00  
**(POOL FENCES REQUIRE UCC PERMIT)**
  
- Retaining Walls (Plans required)** Fee - \$100.00
  - 4 ft. or less
  - Over 4 ft. (**REQUIRES BUILDING PERMIT AND ENGINEERING APPROVAL**)
  
- Site Work Permit (Survey required)** Fee - \$50.00
  - Driveways
  - Patio / Pavers
  - Filling / Clearing (less than 50 cu. yds.)
  - Generator

**Other than listed above:**

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\_\_\_\_\_  
Jeffrey Fette / Zoning Official  
201-391-5732, ext. 223

\_\_\_\_\_  
Approved / Denied

\_\_\_\_\_  
Date

COMMENTS:

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Amount Paid: \_\_\_\_\_ Check #: \_\_\_\_\_ Received by: \_\_\_\_\_ Date: \_\_\_\_\_