



TOWNSHIP OF RIVERSIDE
PO BOX 188
RIVERSIDE, NJ 08075
TEL: 856-461-1460
FAX: 856-461-3260
www.riversidetwp.org

APPLICATION FOR RENTAL USE PERMIT

Date: _____

Fee: \$30.00

PART I (To Be Completed by Applicant) SEE REVERSE FOR PART II

PROPERTY INFORMATION

PROPERTY ADDRESS: _____

BLOCK: _____ LOT: _____

NAME UNDER OPERATED RENTAL: _____

NUMBER OF UNITS: _____

PRESENT USE OF PROPERTY: _____

PROPOSED USE: _____

PROPERTY OWNER NAME: _____

PHONE NUMBER: _____

MAILING ADDRESS: _____

EMAIL ADDRESS: _____

- IF PROPERTY IS NOT CURRENTLY OCCUPIED, STATE HOW LONG IT HAS BEEN VACANT: _____
- INDICATE HOW MANY OFF-STREET PARKING SPACES ARE AVAILABLE: _____
- WHERE ARE THEY LOCATED? _____
- GROSS FLOOR AREA (SQ. FT.) TO BE OCCUPIED (ATTACH FLOOR PLAN): _____
- IS THE ATTIC OR BASEMENT FINISHED? IF SO, STATE WHICH ONE OR BOTH? _____

APPLICANT INFORMATION

APPLICANT NAME: _____

PHONE NUMBER: _____

MAILING ADDRESS: _____

EMAIL ADDRESS: _____

APPLICANT SIGNATURE: _____

FOR THE FOLLOWING ADDITIONAL INFORMATION
CONTACT GINA (856) 461-1460 – EXT. 5 FOR CONSTRUCTION & ZONING
CONTACT JDIMIERO@RIVERSIDETWP.ORG FOR REGISTRATIONS
CONTACT JDORISIO@RIVERSIDETWP.ORG FOR ALL OCCUPANCY INSPECTIONS

PART II (To Be Completed by Zoning Officer)

ZONING DISTRICT OF PROPERTY: _____

SECTION OF ZONING CODE REGULATING PROPOSED USE: _____

APPLICATION APPROVED: YES NO APPROVAL DATE: _____

REMARKS

APPROVED AS A SINGLE FAMILY RENTAL PROPERTY

APPROVED AS A DUPLEX RENTAL PROPERTY

ALL RENTAL PROPERTIES MUST BE REGISTRED ON AN ANNUAL BASIS WITH THE TOWNSHIP.

ALL RENTAL PROPERTIES REQUIRE AN INTIAL INSPECTION AND MUST OBTAIN A CERTIFICATE OF HABITIABLITY PRIOR TO OCCUPANCY.

ALL RENTAL PROPERTIES MUST BE INSPECTED ON A BI-ANNUAL BASIS OR WHEN THERE IS A CHANGE IN TENANT.

ANY IMPROVEMENTS MAY REQUIRE CONSTRUCTION PERMITS.

ZONING OFFICER'S SIGNATURE: _____