

**MILFORD BOROUGH
ZONING DEPARTMENT**

William Pursell, Zoning Officer
Hours: Monday – Friday 1:00pm-4:00pm
Phone: 908-489-0590
Fax: 908-995-2343
Email: barbnbill@verizon.net

The Municipal Land Use Law, N.J.S.A. 40:55D, is the State Statute that regulates land use in the State of New Jersey. The Zoning Officer is responsible for the enforcement of this statute, as well as the enforcement of local zoning ordinances adopted by the Borough.

When considering changes to your property in Milford Borough, you will most likely require both zoning and construction permits. Below is a general outline regarding when a permit from the Zoning Officer is required and how to obtain one.

COMMON ZONING CLEARANCE REQUIREMENTS

- Change of use – Resident, i.e. converting a garage to an office/living space.
- Change of use – Commercial, i.e. converting a building or unit from storage to retail or professional office or professional office to retail.
- New Residence
- Any increase in height or square footage of existing building
- Garages & barns
- Sheds of any size
- Decks and gazebos
- Additions
- Pools (including seasonal blow up pools exceeding 4') and hot tubs
- Permanent Standby Generators
- Erection of all signs and a permit fee of \$25.00/sign – see sign ordinance on website
- Driveways (If seal coating no permit is required)
- Parking requirements for commercial property (see Borough website www.milford-nj.us)
- Solar panels, alternative energy
- Fences

This is not an inclusive list. If the work you plan on doing is not listed above, it is your responsibility to contact the Zoning Officer to ascertain if a permit is required. Please call to schedule an appointment to receive a zoning permit.

The Borough of Milford does not have Zoning Applications. Zoning clearances are issued through appointment only with the Zoning Officer.

Zoning clearances require the following:

1. Survey of property – showing location of existing building, set back lines and requested improvement.
2. Set of plans, drawings, sketches for your proposed accessory use. (Architectural/Engineer drawings must be sealed.)
3. Your name, address, phone number and block & lot are required.

The following items are required to obtain a construction permit:

- A Zoning Clearance
- Hunterdon County Board of Health Construction Referral Form (if necessary)
- Survey and sealed plans
- Building jacket and permits completed

PLEASE NOT THAT CONSTRUCTION PERMITS ARE PICKED UP AND PAID FOR AT:

N.J. Bureau of Code Enforcement
171 Route 173, Suite 107
Asbury, NJ 08802
Phone: 908-712-0722
Fax: (908) 713-0995

**ATTENTION BOROUGH OF MILFORD RESIDENTS
POSTING SIGNS ON UTILITY POLES IS ILLEGAL
AND YOU COULD BE FINED IF CAUGHT**

Underground Damage Prevention Guidelines
811

Know what's below CALL before you dig.

811 or 1-800-272-1000

<http://www.nj1-call.org> (<http://www.nj1-call.org>)