



## DEPARTMENT OF PLANNING, ZONING & CODE ENFORCEMENT

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### CHECKLIST OF THE SUBMISSION OF A FARM STAND ZONING PERMIT\*

*(In accordance with Chapter 67 of the Administrative Code--Ordinances 2020-20 and 2021-13)*

\*As defined, a farm stand is a retail farm market, no greater than 500sf; which 100% of the goods sold shall consist of agricultural and/or horticultural products from the farm management unit; grown in the State of New Jersey or any state that borders New Jersey.

\_\_\_\_\_ Completed zoning permit application. The application shall be completely filled out and **signed by both applicant and owner** (if applicable). The names or names of the person or persons on the property upon whom process may be served must be identified.

\_\_\_\_\_ One (1) copy of a plan or copy of a survey marked with the exact location shown of the (1) farm management unit and (2) the property upon which the farm stand is proposed, including both the street address and block and lot number as shown on the Township Tax Maps; including proofs acceptable to the Zoning Official that the operator of the farm stand owns or rents the farm management unit, or a description of the operator's interest in same.

\_\_\_\_\_ The plan or copy of the survey must also include a description of the buildings and structures, existing and proposed, to be utilized in the operation of the farm stand, including size, type and construction.

\_\_\_\_\_ The plan or copy of the survey must also delineate the quantity and size of vehicle parking spaces, ingress and egress for safe entrance and exit of the property, turning radius areas (turn around area to prevent vehicles from backing out on to any public street), and the designated 500 square foot farm stand area.

\_\_\_\_\_ List of all goods to be sold, including the location where said products are grown.

\_\_\_\_\_ A copy of your NJ Sales Tax Certificate (per NJSA 54:32B-1) & proof of payment of NJ Sales Tax.

\_\_\_\_\_ Current Burlington County Health Department Certificate as required for Farm Stands.

\_\_\_\_\_ Details of any Signs proposed\*.

\_\_\_\_\_ Zoning Permit Fee of \$50.00.

\***Signage:** Not more than two (2) on-site signs shall be permitted in connection with the use or operation of any farm stand, which signs shall be temporary in nature, may be used to advertise products for sale at the farm stand, and which shall not exceed four (4) square feet in area per sign.

**\*\*All permits issued shall be for a term of one (1) year expiring on December 31<sup>st</sup> of the year of issuance\*\***