



City of Bayonne
DEPARTMENT OF MUNICIPAL SERVICES
DIVISION OF PLANNING & ZONING
MUNICIPAL BUILDING
630 AVENUE C
BAYONNE, NJ 07002
TELEPHONE: 201-858-6110 Fax: 201-858-6185
E-MAIL: ALosonczy@BAYNJ.org



Zoning Permit Information for
Home Occupation

- Fill out the attached zoning permit application after you have read through the ordinance requirements.
- Your **completed application** and two copies of your property survey showing the location and dimensions of the proposed home occupation are required.

A. Mail in to City Hall to the attention of Room #18A
(Building Department)

OR

B. Place in the drop box in front of City Hall in an envelope marked Room #18A.

- A fee of \$50 in the form of cash, money order or check (payable to the City of Bayonne) is due when you pick up the permit from Room #18A.



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JAMES M. DAVIS
MAYOR

CERTIFICATION REGARDING HOME PROFESSIONAL OCCUPATION

I, _____, certify that I wish to conduct a home professional occupation in a residential dwelling unit at the following street address: _____ in Bayonne, New Jersey. I also certify that a description of the home occupation is as follows: _____, AND that this home occupation will be conducted entirely within the dwelling unit. _____

I further certify that:

1. I am the proprietor or professional of the home occupation and shall reside in the dwelling unit. _____
2. The use shall be clearly incidental and secondary to the residential use and shall not change the character of use as a dwelling. _____
3. No more than fifty percent (50%) of the dwelling unit floor area shall be used for the home professional occupation. _____
4. In two-family dwellings, home professional occupations may occupy one (1) of the dwelling units provided the proprietor resides in the other unit and the home occupation does not occupy more than fifty percent (50%) of the total floor area of the structure, exclusive of attics and basements. _____
5. The home professional occupation shall be located on a single floor and not be located in a cellar or attic space. _____
6. There shall be no change in the outside appearance of the building or premises giving evidence to the conduct of the home professional occupation, other than signage in accordance with Section 35-25 of the City of Bayonne Zoning Ordinance. _____
7. There shall be no on-premises distribution, delivery or storage of goods or equipment in connection with such home professional occupation, except for the occasional delivery of goods and equipment incidental to, but not an integral part of, such home occupation. _____
8. There shall be no more than one non-resident employed at the premises in connection with the home professional occupation. _____

In addition, I certify that:

_____ I am the owner of the premises; or

_____ I have obtained the written consent of the owner to conduct the aforementioned home professional occupation, an original of which is attached to this form.

I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE. I UNDERSTAND THAT IF ANY OF THESE STATEMENTS ARE WILLFULLY FALSE, I SHALL BE SUBJECT TO PUNISHMENT.

Applicant's Name: _____

Date: _____

Signature: _____

35-4.25 Home Professional Occupations.

- a. A home professional occupation, as defined in Chapter XXXIII, Planning and Development Regulations Section 33-2, may be permitted within a dwelling unit, subject to the following requirements:
 1. For any premises not registered with the City of Bayonne as of June 1, 2017 as having a home professional occupation the proprietor or professional of the home occupation shall reside in the dwelling unit.
 2. For any premises registered with the City of Bayonne as a having a home professional occupation as of June 1, 2017, the proprietor or professional of the home occupation shall not have to reside in the dwelling unit and said home professional occupation may be sold or transferred free of the residence requirement set forth above subject to and limited by the information set forth on the registration form as of June 1, 2017.
 3. The use shall be clearly incidental and secondary to the residential use shall not change the character of use as a dwelling.
 4. For any premises not registered with the City of Bayonne as of June 1, 2017 as having a home professional occupation, no more than fifty (50%) percent of the dwelling unit floor area shall be used for the home professional occupation.
 5. For any premises registered with the City of Bayonne as having a home professional occupation as of June 1, 2017, no more than the percentage of the dwelling unit floor area set forth on the registration shall ever be used for the home professional occupation.
 6. For any premises not registered with the City of Bayonne as of June 1, 2017 as having a home professional occupation, in two (2) family dwellings, home professional occupations may occupy one (1) of the dwelling units provided the proprietor resides in the other unit and the home occupation does not occupy more than fifty (50%) percent of the total floor area of the structure, exclusive of attics and basements.
 7. For any premises registered with the City of Bayonne as having a home professional occupation as of June 1, 2017, in two family dwellings, home professional occupations may occupy one (1) of the dwelling units, the proprietor does not have to reside in the other and no more than the percentage of the dwelling unit floor area set forth on the registration shall ever be used for the home professional occupation.
 8. For any premises not registered with the City of Bayonne as of June 1, 2017 as having a home professional occupation, a home professional occupation shall be located on a single floor, and not be located in a cellar or attic space.
 9. For any premises registered with the City of Bayonne as a having a home professional occupation as of June 1, 2017, a home professional occupation shall be located on a single floor, but may have storage space in a cellar or attic

space. In no event, however, shall the storage space ever exceed that which is set forth on the registration form as of June 1, 2017.

10. For any premises registered with the City of Bayonne as a having a home professional occupation as of June 1, 2017, said home professional occupation may be sold or transferred subject to and limited by the information set forth on the registration form as of June 1, 2017.
11. There shall be no change in the outside appearance of the building or premises giving evidence to the conduct of the home professional occupation, other than signage in accordance with Section 35-25.
12. There shall be no on-premises distribution, delivery, or storage of goods or equipment in connection with such home professional occupation, except that this shall not prohibit occasional delivery of goods and equipment incidental to, but not an integral part of, such home occupation.
13. For any premises not registered with the City of Bayonne as of June 1, 2017 as having a home professional occupation, there shall be no more than one (1) nonresident employed at the premises in connection with the home professional occupation.
14. For any premises registered with the City of Bayonne as a having a home professional occupation as of June 1, 2017, there shall be no more nonresidents employed at the premises in connection with the home professional occupation than are set forth on the registration as of June 1, 2017.

The proprietor or professional of the home occupation shall present evidence of ownership or the written consent of the owner of the premises prior to issuance of a permit to conduct a home professional occupation under this section.

- b. Nothing in this section shall be construed to limit, prohibit or regulate the occasional part-time use of a residence for the purpose of studying or working on papers in connection with a business or for the purpose of making or receiving telephone calls or using a computer in connection with work.
- c. The City Clerk shall have on file a list of all home professional occupation dwelling registrations filed with the City of Bayonne as of June 1, 2017 and this list shall be the exclusive and sole list of all such dwellings for the purpose of determining whether or not a home professional occupation may exist or be sold in accordance with the more liberal standards set forth above and all dwellings set forth on said list shall be limited to the information set forth within the registration on file as of June 1, 2017.

(Ord. No. O-95-12 § 33-4.25; O-16-38 § 33-4.25; Ord. No. O-16-57; Ord. No. O-17-07)



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JAMES M. DAVIS
MAYOR

Zoning Permit Application

Date Received: _____

Date Issued: _____

Application #: _____

Permit #: _____

Board App #: _____

Property Information

Property Address: _____ Block: _____ Lot: _____ Zone District: _____

Applicant's Information

Business Name: _____ Phone #: _____

Person to Contact: _____ E-mail: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Property Owner's Information Check here if owner is the applicant. If not, complete this section.

Name: _____ Phone #: _____

Address: _____ E-Mail: _____

City: _____ State: _____ Zip Code: _____

Current or Last Use of Property

Single Family Two Family Multi Family (# of units _____) Townhouse/Condo

Commercial (Specify type of business): _____ Vacant Land

Industrial (Specify type of business): _____

Other (describe): _____

Proposed Use of Property

Single Family Two Family Multi Family (# of units _____) Townhouse/Condo

Commercial (Specify type of business): _____ Vacant Land

Industrial (Specify type of business): _____

Other (describe): _____

Type of Zoning Permit Requested

New Construction Alteration/Addition Demolition Off-Street Parking

In-Ground Pool/Spa Above-Ground Pool/Spa Deck/Porch Sign

Accessory Structure (Shed, Detached Garage, Gazebo, etc.) Fence - Height: _____

Certification of Nonconforming Use/Structure Temporary Use/Sign

Use or Change of Use

Other (describe): _____

Detailed Description of Proposed Work or Use (attach additional sheets when necessary)

For proposed Use or Change of Use please provide a letter describing the principal use and any accessory use as well as a floor plan drawing indicating how the space would be allocated (PLEASE PRINT).

1. This application must be accompanied by sufficient information for the Zoning Officer to render a decision, including but not limited to the following:
 - (1) two true, accurate and complete copies of a current property survey (except when applying for a CCO) showing the proposed location of the work, drawn to scale;
 - (2) plot plans with lot lines, all existing and proposed buildings, alterations and/or additions with appropriate dimensions and elevations;
 - (3) dimensioned drawings of all proposed signs, accessory structures, and/or site changes if applicable; and
 - (4) where there is an easement or any other type of shared property rights, a complete copy of the filed deed on record with the Hudson County Register's Office, together with all exhibits to the deed that clearly reflect any and all easements or restrictions affecting the property.

2. If there is any easement or restriction on your property and that easement or restriction is affected in any way by the proposed work, you must provide with this permit application the written and notarized authorization to perform the proposed work by the property owner(s) who are in any way affected by the easement or restriction.

By signing this application, I am certifying under penalties of perjury that the above-stated information and any documents submitted in support of this application are true, complete and accurate; that the survey (if applicable) submitted with this application is a true representation of the property with the exception of any proposed work as part of this application; and that the copy of the filed deed that is submitted in support of this application is a true, accurate and complete copy of the deed that is recorded in the Hudson County Clerk's Office and includes any and all information regarding any easements or restrictions affecting my property.

Signature of Applicant

Date

Printed Name of Applicant