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Contact information

Deputy Zoning Inspector(s) Office Hours:

Monday: 8:30AM to 12:30PM

Tuesday: 8:30AM to 12:30PM

Wednesday: No office hours.

Thursday: 8:30AM to 12:30PM

Friday: 12:30PM to 4:30PM

Email is the best way to reach us to ensure a timely response. Before reaching out, please see if your question is answered in our FAQ's section.

Contact us at Zoning@WestMilford.org

In the **subject line of your email**, indicate whether your message is regarding a **General Inquiry** or **Reporting a Complaint**. Please include the **block and lot** (or street address) in the subject line if applicable.

The Zoning Department telephone number is (973) 728-2759. If leaving a voicemail, please leave your **name**, **reason for calling**, your **email address** (or phone number) and we will do our best to respond in a timely manner.

Frequently Asked Questions

“Is this property buildable?”

Maybe. **The Zoning Department can only tell you what uses are permitted in the property’s zone district and what the bulk standard requirements are for the municipality, not whether the land can be developed. The entire Township of West Milford is in the Highlands Preservation Area, which severely impacts what may or may not be able to be built.** There are a number of factors that go into determining if a parcel can be developed, including, but not limited to, conformance with zoning requirements, Highlands regulations, if there are wetlands, streams and associated buffers, or other environmental limitations on site or in close proximity, easements, and/or deed restrictions. Conformance with zoning can be determined by checking the [Township Code](#), which lists the permitted uses, minimum lot size and building setback requirements to build in each zoning district. Environmental restrictions and limitations are determined through application to either the NJ Highlands Council or the NJ Dept. of Environmental Protection, depending on what type of permit you need. **It is recommended that you first contact the Health Department for septic and well regulations.** The Health Department can be reached at (973) 728-2720.

You may use the [New Jersey Highlands Interactive Mapping Tool](#) to view environmental constraints that may affect whether you can build on a property. Below is a guide to use this tool.

1. On the left side of the screen, enter in the property information prompted under **Parcel Search** and then click **search**. Or, zoom into your area of interest and click on the parcel directly.
2. Click **Layers**
3. **Toggle** layers on and off as you like.
4. Popular layers:
 - a. **“Zoning”**
 - b. **“Land Use / Land Cover”** (this will show wetlands if present)

“What is the status of my zoning permit application?”

Applications are reviewed in the order that we receive them. You will receive a letter in the mail stating whether your zoning permit application was approved, approved with conditions, or denied. **State Law provides 10 business days for review. Please allow**

our department up to 2 weeks to review your application. If you have not received a letter from us shortly after this timeframe, then your application is not done being reviewed. Turnaround is also dependent on the volume of applications received during any given period of time as well as the quality of the application itself. Applications that are incomplete will not be accepted.

“My neighbor and I are having a dispute regarding the boundary line of our properties. Can the Zoning Department help me?”

This is not a zoning issue. Boundary disputes are personal legal matters and are not within the jurisdiction of the Township.

“Do I need a zoning permit for...”

- *Exterior **and** interior renovations:* Yes. Both a zoning permit and a building permit are required.
- *Installing or repairing a fence:* Yes. On any lot in any residential district, no wall or fence shall be erected or altered so that such wall or fence is over four feet in height in the front yard areas and six feet in height in the side and rear yard areas, [with a few exceptions](#).
- *Constructing/placing a shed:* Yes. All sheds, regardless of size, require a zoning permit. Sheds over 200 square feet require a zoning permit **and** a construction permit. For further information, please contact the Building Department at **(973) 728-2780**.
- *Putting in a pool:* Yes. [Township Swimming Pool Ordinance](#)
- *Repairing, replacing, or installing a sign:* Yes.
- *Setting up a tent:* It depends. Temporary, easily movable tents typically do not require permits. Please reach out to us if you are unsure if a zoning permit application is required.
- *Placing a temporary dumpster:* No. However, if you will be placing the dumpster on any road, please contact the Township Police Department Non-Emergency line to let them know: **(973) 728-2802**.
- *Changing a commercial use in a commercial building:* Yes. You will require a zoning permit to change a business in an existing commercial structure.
- *Parking an RV in my yard:* No. However, it may not be used as a temporary or permanent residence and we request it is kept in the rear yard.

“How do I file a zoning permit application?”

A PDF is available [here](#).

Once you fill out the application and the required materials, it can be dropped off in the **white dropbox** located on the side of the Municipal Building. **Please allow our department up to 2 weeks to review your application.**

“What are the zoning permit application fees?”

- New Single Family Residential Homes: \$75.00
- Residential Additions: \$50.00
- Residential Accessory Buildings (over 100 Sq. Ft.): \$50.00
- Interior/Exterior Renovations, Fences, Pools, Sheds, Walls, Decks, and Signs: \$40.00
- Generators & Home Occupation: \$40.00
- Change in Tenancy: \$20.00
- Commercial Buildings: \$150.00
- Commercial Additions/Alterations: \$100.00

“My zoning permit application was denied. How do I apply for a use or bulk variance?”

Please contact the Secretary for the Zoning Board of Adjustment to begin this process at ZBOA@WestMilford.org.

“Do you have a copy of my survey?”

No. If you filed a copy of your survey along with a zoning permit, we might have a copy of the survey that was current at that time. But if you’ve done any work on your property (e.g., put on an addition, put on a deck, expanded a driveway, put up a shed, put in a pool, put up a fence, etc.) then whatever document we have on file is not a current survey.