

TOWNSHIP of MEDFORD
Medford
NJ



OPENING A BUSINESS IN MEDFORD, NEW JERSEY

Medford Township
17 North Main Street
Medford, NJ 08055
609-654-2608
www.medfordtownship.com

Welcome

These pages will guide you through the steps of opening a business, give you an overview of individuals to call for common issues, and provide links to the necessary departments, forms, applications, and documents.

This document also provides you with the resources available as a potential business owner in Medford Township, including construction and permits department, planning and zoning department, inspections, and programs.



Commercial Real Estate Listings

Below are links to the current commercial spaces available for sale or lease in Medford.

- For Sale : <http://www.loopnet.com/#/08055/Multiple-Types/For-Sale/>

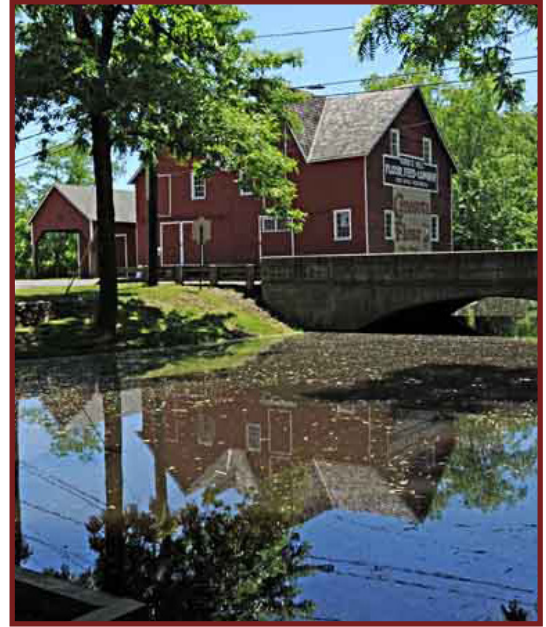
-For Lease : <http://www.loopnet.com/#/08055/All-Types/For-Lease/>



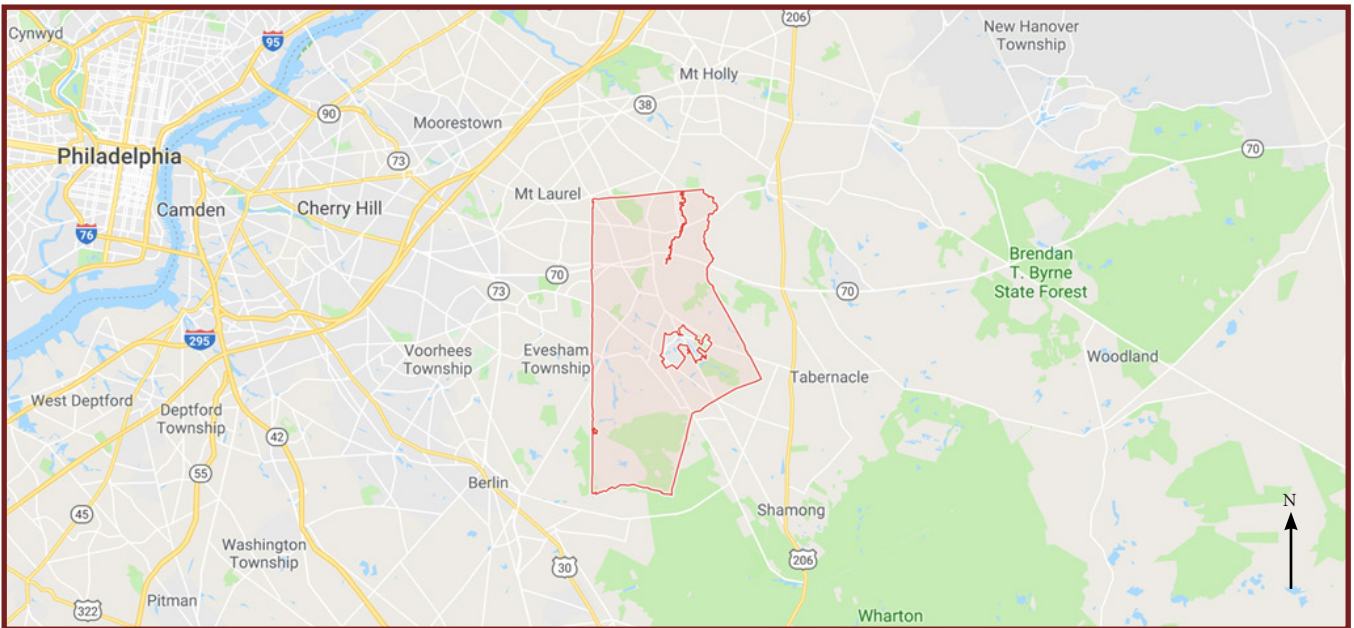
Old Bank for sale at 201 Tuckerton Road

About Medford

The Township of Medford is nestled between fertile farms and the Federal Pinelands Natural Reserve in Burlington County, New Jersey. Located 30 minutes from Philadelphia and 45 minutes from the Jersey shore, our Township serves as the hub of business and culture for this region. Unlike many communities, Medford has not lost its “soul” to the suburban sprawl that has consumed many of New Jersey’s towns. Medford has a bustling Village area, where unique shops and restaurants line our original and historic “Main Street.” The residential areas in Medford have been created with respect for the woodlands, streams and lakes surrounding us. Homes of log cabins, Victorian estates and contemporary facades dot the landscape. “For that’s the kind of place Medford is; a friendly, tight knit community where everyone knows everyone.” (National Geographic Books, Guide to Small Town Escapes, April 2000)



According to the most recent United States census, Medford’s population is 23,440 +/- with a per capita income of \$51,713. The average assessed value for residential homes is \$356,300. NJ State Highway 70 transverses our Township and intersects with the downtown Main Street, and the NJ Turnpike and NJ Interstate 295 are located within a 10-minute drive.



Commercial Districts

Route 70 Corridor: Shopping centers, chain grocery stores and individual businesses line this busy highway, which connects Camden/Philadelphia with the central Jersey shore. Major development opportunities are located here, along with large and desirable storefronts in the shopping centers. A large Continuing Care Retirement Community is located on the north side of Route 70.

Medford Village: Our quaint and lovely village dates to the 1760s with many Victorian homes remaining. Retail shops occupy the ground floor of many of the homes on Main Street, with professional offices or rental apartments upstairs. This walkable area is prime territory for specialty shops, family restaurants, or services. A study conducted in March of 2015 showed that there is an average daily traffic volume of 11,790.

Shops on Stokes: Storefronts line Route 541, the township's major north-south street. Purpose-built stores occupy well maintained strip shopping centers, some with office space on the second floor. This is a major daily shopping area for locals and rural residents who live east of Medford and is anchored by a familiar regional chain grocery store and several banks. Lease or purchase opportunities can be found in this district.

Tuckerton & Taunton: This major crossroads on a busy commuting route is anchored by a large, attractive shopping center with spacious storefronts and a mid-sized grocery store. Two popular restaurants, a chain drug store, and large hardware store bring customers to this location. Independent stores, professional office buildings, banks, and service stations are found around this major intersection.

Crossroads: This busy intersection is located at the north end of Route 541 as it passes through Medford. A popular convenience store and a pizza shop at the main intersection draws customers. This is another area ripe for development, with vacant land available on both cross streets. The large retirement community and two new age restricted developments are only minutes away from this growing commercial area. A large, active church also brings regular traffic. The average daily traffic volume is +/- 11,660.

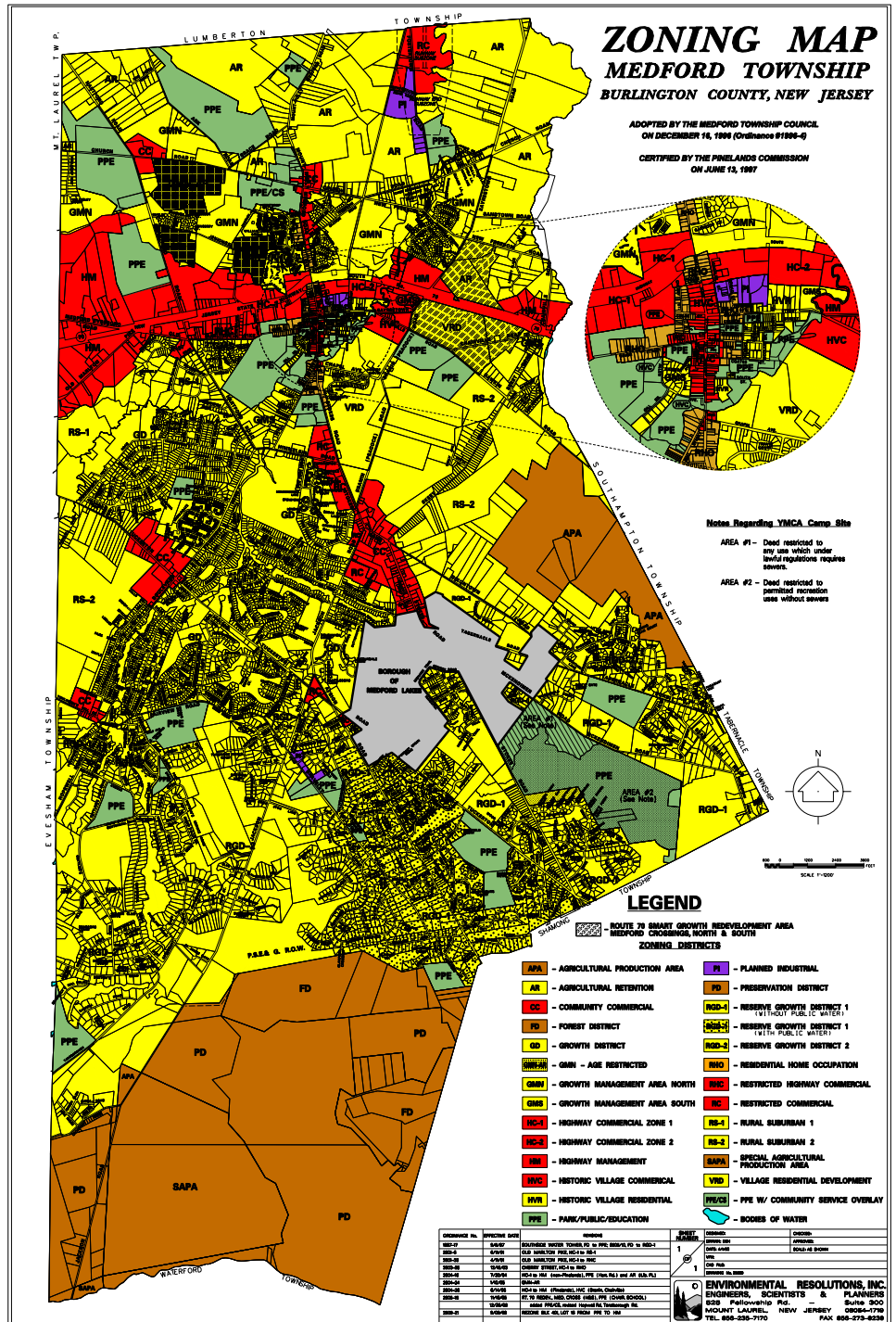


Reconstructive Orthopedics at 131 NJ-70, #100 Medford, New Jersey 08055

Permitted Uses

The permitted uses can be found by reviewing the Zoning Map for the Township to determine the Zone District of a specific location.

Temporary Use Permits can be issued by the Planning Board for Construction related activities (such as an office trailer) or the Township Council for special events (such as tents associated with an employee or customer appreciation event). Information on Temporary Uses can be found in chapter 145 of the Township Municipal Code.



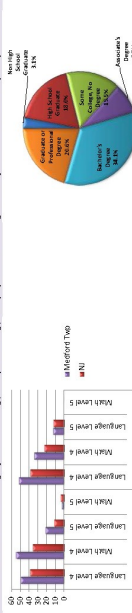
Permitted Uses

This page provides quick access to frequently used and requested Department forms. Planning & Zoning packets are available at <http://www.medfordtownship.com/planningzoning>. Sign permits are available also.

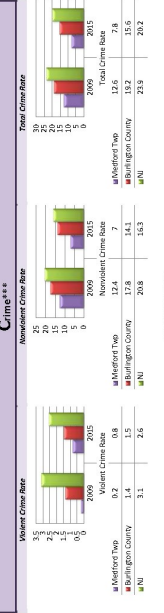
Medford Township, NJ

Population 2015 Est.: 23,274
 Density: 598.0 /Square Mile
 Incorporated 1847
 Council Manager Form of Government

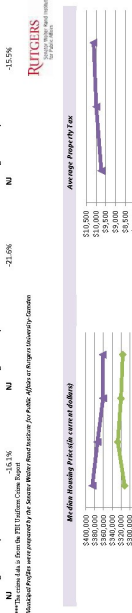
Demographics***



Land Usage and Housing***



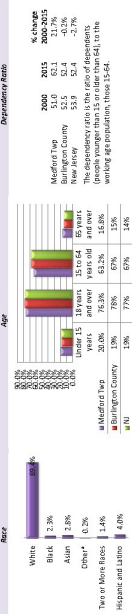
Education***



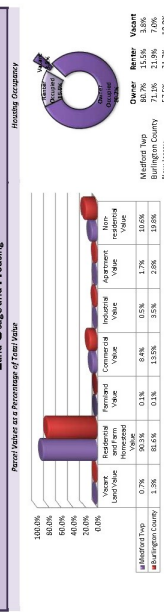
Economic Indicators***



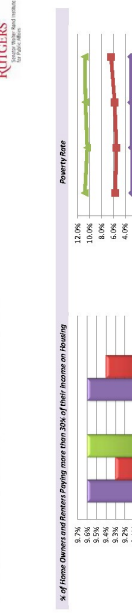
Demographics***



Land Usage and Housing***



Economic Indicators***



Medford Township, NJ

Population 2015 Est.: 23,274
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Demographics***



Land Usage and Housing***



Economic Indicators***



Education***



Economic Indicators***





Medford Township - Demographic Information

Burlington County, New Jersey

Quick demographic profile - Medford, NJ

	Medford	Burlington County	New Jersey
Geography			
Land area in square miles, 2010	38.92	798.58	7,354.22
Population per square mile, 2010	591.8	569.9	1,195.50
Population			
Population estimates, July 1, 2016	23,440	449,284	8,944,469
Population estimates base, April 1, 2010	23,018	448,738	8,791,953
Population, percent change - April 1, 2010 (estimates base) to July 1, 2016	1.8%	0.1%	1.7%
Population, Census, April 1, 2010	23,033	448,734	8,791,894
Persons under 5 years, percent, July 1, 2016	4.8%	5.1%	5.8%
Persons under 18 years, percent, July 1, 2016	25.7%	21.1%	22.2%
Persons 65 years and over, percent, July 1, 2016	17.7%	16.3%	15.3%
Female persons, percent, July 1, 2016	51.9%	50.7%	51.2%
Race and Ethnicity			
White alone, percent, July 1, 2016	90.6%	73.7%	72.4%
Black or African American alone, percent, July 1, 2016	2.8%	17.9%	15.0%
Asian alone, percent, July 1, 2016	2.7%	5.2%	9.8%
Hispanic or Latino, percent, July 1, 2016	4.1%	7.9%	20.0%
Foreign born persons, percent, 2012-2016	6.2%	9.2%	21.8%
Living in same house 1 year ago, percent of persons age 1 year+, 2012-2016	92.0%	90.3%	90.1%
Language other than English spoken at home, percent of persons age 5 years+, 2012-2016	6.9%	13.0%	30.7%
High school graduate or higher, percent of persons age 25 years+, 2012-2016	97.8%	92.9%	88.9%
Bachelor's degree or higher, percent of persons age 25 years+, 2012-2016	55.7%	36.4%	37.5%
Veterans, 2012-2016	1,245	32,047	371,383
Education and Employment			
Mean travel time to work (minutes), workers age 16 years+, 2012-2016	31.9	29.1	31.2
Housing units, July 1, 2016	8,691	178,989	3,604,409
Owner-occupied housing unit rate, 2012-2016	85.3%	76.3%	64.1%
Median value of owner-occupied housing units, 2012-2016	\$356,300	\$245,000	\$316,400
Households, 2012-2016	8,314	164,623	3,195,014
Persons per household, 2012-2016	2.78	2.66	2.73
Per capita income in past 12 months (in 2016 dollars), 2012-2016	\$51,713	\$38,137	\$37,538
Median household income (in 2016 dollars), 2012-2016	\$114,500	\$80,034	\$73,702
Persons in poverty, percent	2.2%	6.2%	10.4%
Business			
Total number of firms, 2012	2,687	32,404	792,088
Total retail sales, 2012 (\$1,000)	404,509	6,868,632	133,665,728
Total retail sales per capita, 2012	\$17,415	\$15,218	\$15,079
Total accommodation and food services sales, 2012 (\$1,000)	36,697	771,418	19,673,558
Total health care and social assistance receipts/revenue, 2012 (\$1,000)	133,728	2,710,591	60,375,232

Department of Planning and Zoning

Zoning regulates land use by designating districts, such as residential and commercial, where specific uses are permitted and others prohibited. The idea is to avoid incompatible activities in proximity to one another and to enhance and preserve the livability of our community. The Zoning Map can be found on the Planning and Zoning homepage at <http://www.medfordtownship.com/planningzoning>

Medford Township is broken down into many Zone Districts. Each district has Permitted Principal Uses and Permitted Accessory Uses. The purpose of designating specific Zone Districts is to avoid incompatible uses or activities in proximity to each other. There are five (5) commercial districts located throughout the township, providing easy access to residents as well as visitors. Each area has its own, unique mix of businesses, offering something for every type of retailer or professional. The districts are:

- Route 70 Corridor
- Medford Village
- Shops on Stokes
- Tuckerton & Taunton
- Crossroads

When a business wants to locate within the Township, the Zoning Office will issue a Zoning Permit to occupy the facility. The proposed use of the facility/building is reviewed for consistency with the Township Zoning Ordinances. After review and approval from the Zoning Office, applicants are required to apply with the Construction Department. Please note some proposed applications will be required to be approved by the



Main Street in Medford

Zoning Board of Adjustment. The Zoning Office staff will be able to provide more detailed information to applicants.

New building construction must obtain either Planning Board or Zoning Board site plan approvals prior to issuance of a building permit. Bulk and Area criteria can be found in the Unified Development Ordinance (UDO), which outlines the specific criteria for each Zone District. Alterations to existing buildings and/or parking facilities will likely require building permits and may require an amended site plan approval from either the Planning Board or Zoning Board (based on which Board gave the original site plan approval).

Economic Development Commission

<http://www.medfordtownship.com/edc>
edc@medfordtownship.com
(609) 654-2608 x324

The Economic Development Advisory Commission (EDC) assists Medford Township Council in the development and maintenance of a positive business environment. The EDC facilitates communication and partnerships between businesses in specific commercial areas and encourages strategies to increase patronage to these areas. We also help to attract new businesses. We work closely with the Medford Business Association.

The group meets monthly, consulting with Council and Manager, and collaborating with the Medford Business Association. Meetings generally take place on the fourth Monday of each month, at 7:00 P.M., in Cranberry Hall. All regular and special meetings of the Commission are open to the public. Please check the "Meetings" tab on the homepage for up-to-date meeting locations and times, or contact us at edc@medfordtownship.com if you would like to attend a meeting.

If you are looking to open a business in Medford, or to relocate to Medford, the EDC can help. Please contact us using the information above or refer to the following website links below:

Medford Township Community Prospectus

Our community prospectus includes detailed information about our commercial districts and population. You can download our prospectus at <http://www.medfordtownship.com/prospectus>

Economic Development Commission Main Page

<http://www.medfordtownship.com/edc>

Shopping & Link to Medford Business Association

<http://www.medfordtownship.com/commerce>

Historic Medford Village & Main Street Shopping Area

<http://www.medfordtownship.com/medfordvillage>

Doing Business in Medford

<http://www.medfordtownship.com/doingbusiness>



Property for sale on Medford Mt Holly Road

Meetings

Planning Board Meets the 4th Wednesday of every month at 7 p.m.
Public Safety Building, 91 Union Street

Zoning Board Meets the 3rd Wednesday of every month at 7 p.m.
Public Safety Building, 91 Union Street

Appointments can be scheduled with the Zoning Officer to assist you in reviewing your proposed business and discussing where it may be permitted within the various Zone Districts. In order to open a business within a Zone that does not allow that Use, a Zoning Variance must be obtained from the Zoning Board. Consult with the Zoning Officer to assist you with this.



Tacos el Tio in The Village of Taunton Forge Shopping Center

If you are changing the Use of an existing building, or if you plan on making changes to the Building, Signage, Parking Areas, Ancillary Buildings or Structures, but your Use is still an Approved Use within the Zone District, you may need to obtain an Amended Site Plan Approved from the Planning Board.

NOTE: If the Applicant is a Corporation, the Applicant must be represented by an attorney at any Board hearings.

Once you have determined that you are permitted to conduct your business within a Zone District, the building must adhere to the Bulk Area Requirements within that Zone. Bulk Area Requirements include items such as the distance of the building to the property lines, heights of structures, location and size of signage, etc.

If your site plan approval is granted by either the Planning or Zoning Board, you will need to post a Performance Guarantee, or other approved method of financial assurance. The estimate of the costs on which the financial assurance is based must be approved by the engineer and both the amount and the type of financial assurance must be approved by the Township Council before any construction permits can be issued. You will also need to make sure that there are adequate escrow funds deposited in your account. The escrow account funds pay for the Township professionals to review submissions and perform inspections.

The Township has monthly staff meetings with the Planning & Zoning Board staff and professionals where any preliminary application can be reviewed. At the board meeting, the applicant will learn exactly what is expected and can expect the processes to be explained in detail before deciding to proceed. <http://www.medfordtownship.com/content/233/305.aspx>

Special Programs

Includes special programs provided by Medford Township. Examples are the Historical Improvement district/Substitute Designated Rehabilitation & Redevelopment Zones.

Medford Township and its Economic Development Commission (EDC) are ready to help you with business start-up or relocation. Click here for a list of all of the Business Friendly Initiatives Medford Township has recently enacted. <http://www.medfordtownship.com/doingbusiness>

Tax Exemption & Abatement Ordinance for Designated Rehabilitation and Redevelopment Areas (Ordinance 2013-11) The Tax Assessor's Office can provide additional information on applying for this exemption. <http://www.medfordtownship.com/assessorsoffice>

Additional Links:

New Jersey Business Action Center - <http://www.state.nj.us/njbusiness/financing/>

New Jersey Business Portal – Financing and Incentives - <http://www.state.nj.us/njbusiness/financing/>

New Jersey Economic Development Authority - <http://www.njeda.com/>

New Jersey Small Business Development - Rutgers - <https://rsbdc.org/>

SCORE - Counselors to America's Small Business - <https://www.score.org/>

US Small Business Administration - <https://www.sba.gov/>

NJ's Business Action Center (BAC) provides free technical and other assistance to businesses across the State. Visit the link: <http://www.nj.gov/state/bac/pdf/njbac-revitalize-main-street-business-es-101716.pdf> for more information. The BAC can be a great source of support for business growth for current businesses and potential new businesses.

Pinelands Commission

The Mission of the New Jersey Pinelands Commission is to preserve, protect, and enhance the natural and cultural resources of the Pinelands National Reserve, and to encourage compatible economic and other human activities consistent with that purpose. A majority of Medford is within the Pinelands Commission boundaries, and therefore subject to their development and construction regulations. For more information, visit www.state.nj.us/pinelands.

Once Your Business is Open

Medford Township maintains a close partnership with the Medford Business Association. We also host a significant number of special events throughout the year that attract tens of thousands of residents from throughout the region to Medford, which also offer potential sponsorship opportunities.

Medford Business Association

The Medford Business Association is a not-for-profit organization that supports and promotes area businesses, creates opportunities for business people to meet and network, and provides a voice for issues faced by the business community. www.medfordbusiness.org

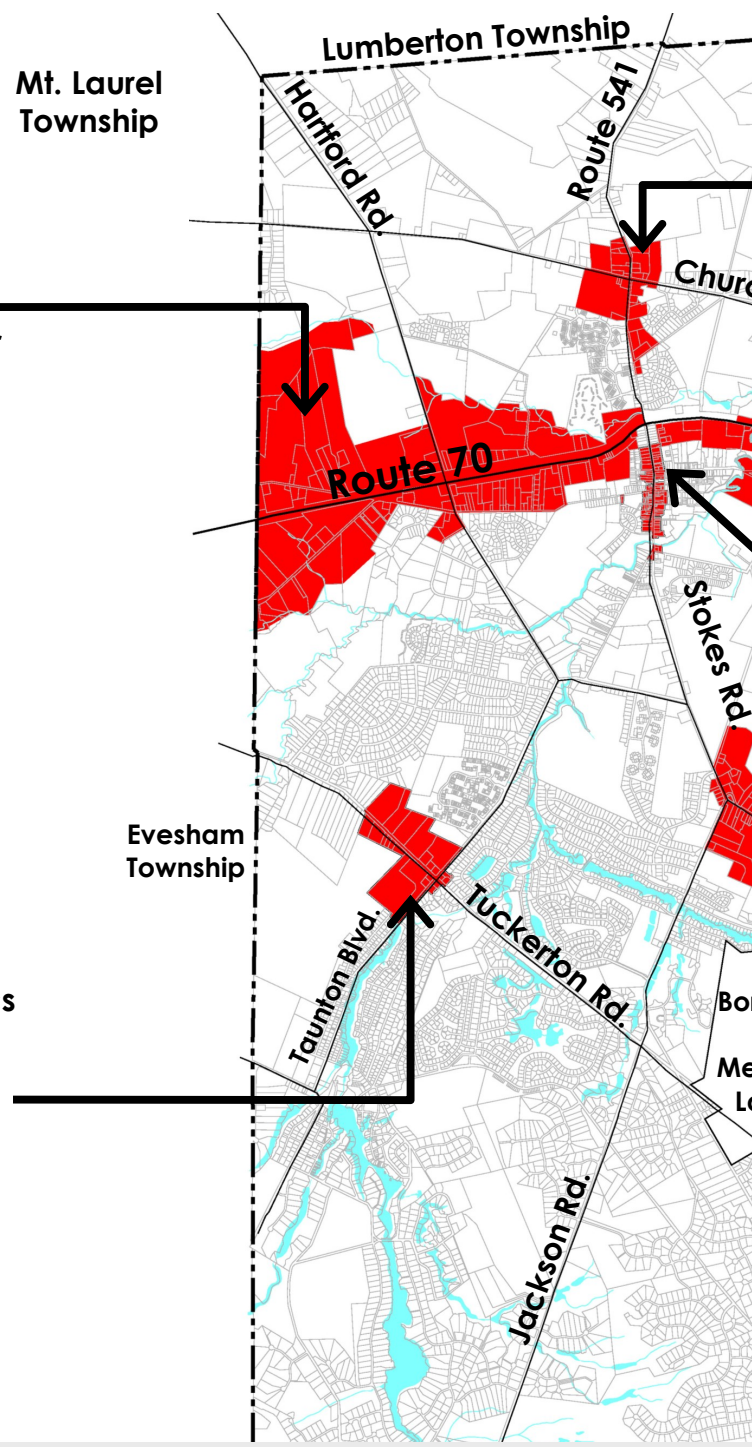


Route 70 Corridor

- New Zoning along Corridor
- Daily Trips - 21,485
- Acme
- ShopRite
- Medford Ford
- Burger King
- Popeyes
- Virtua Health
- Dunkin' Donuts
- CVS
- Wawa
- Tarantellas
- Medport Diner
- Future Fitness
- Wells Fargo Bank
- Dubell Lumber
- Rita's
- Reconstructive Orthopedics
- Columbia Bank

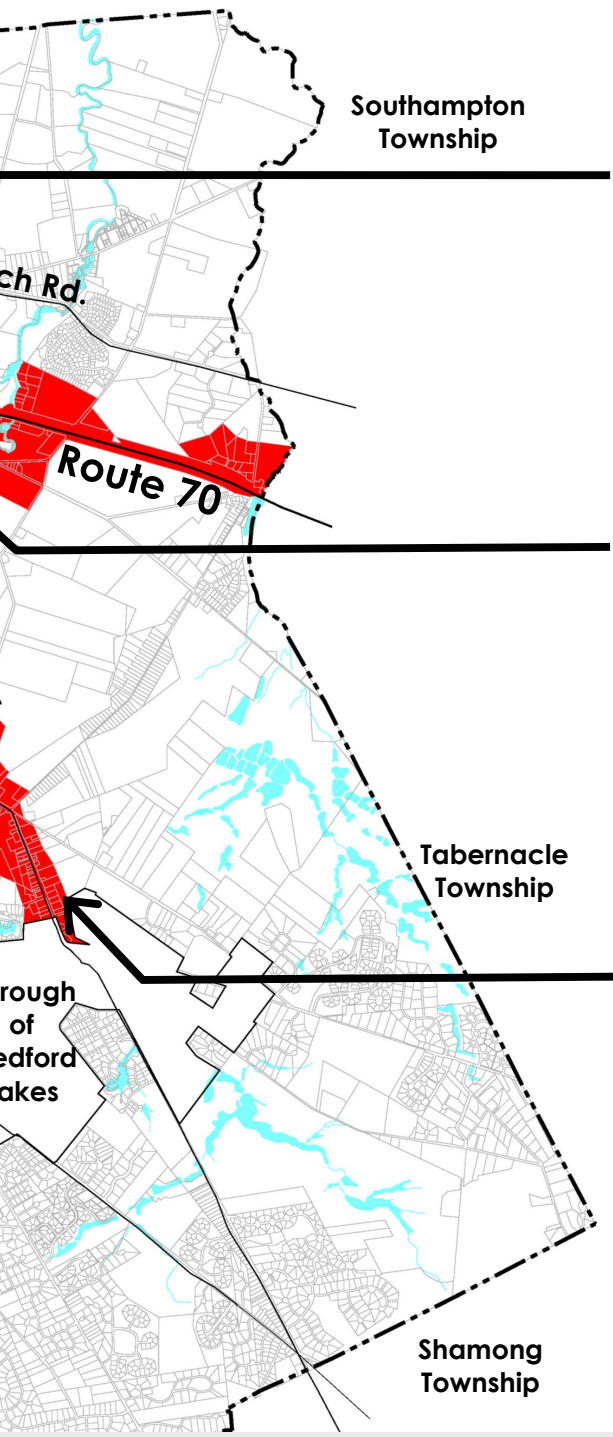
Taunton & Tuckerton Commercial

- Wawa
- Riviera Pizza
- Gas Stations
- TD Bank
- Village of Taunton Forge



Medford Township - Major Commercial Corridors

Burlington County



Southampton
Township

Crossroads Commercial

- Wawa
- Snap Fitness
- Ginger Asian Cuisine
- Dunkin Donuts

Historic Medford Village*

- Pop Shop
- Municipal Offices
- Braddock's Tavern
- ITA 101
- Harvest Coffee
- Library
- 2 Craft Breweries

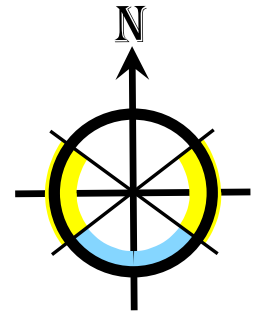
**Rehabilitation Area Designation*

Tabernacle
Township

Stokes Road Corridor

- McDonalds
- Starbucks
- Spotts Hardware
- Zinc Café
- TD Bank
- Ott's Tavern
- Murphy's Market
- Republic Bank
- Jackson Stokes Steak House

Shamong
Township



Major Commercial Areas

, New Jersey



Recent Actions by Council to support Commercial Development

Ordinances:

Provisions Governing Alcoholic Beverages - Ord. 2012-4

Freedom Park may be used for the consumption of food and alcohol for social purposes, provided that the ABC special permit is obtained, that the distribution and consumption is associated with an event being conducted by a non-profit, and the Township Council deems that it serves the interests of the community and approves same by motion at a public meeting.

HVC Historic Village Commercial Zoning District - Ord. 2012-14

This ordinance is to expand the scope of permitted retail and commercial use activities within the HVC - Historic Village Commercial Zone in order to revitalize and promote commerce within the downtown area of the Township.

Updated Sign Ordinance - 2013-1

An ordinance of the Township of Medford amending and supplementing various signage standards in various land development sections to provide efficient and controlled standards for signs that balance the aesthetic and economic development needs of the Township.

Class A Liquor License - Ord. 2013-9

Ordinance amending and supplementing the code to expand the permitted issuance of Class A liquor licenses for limited breweries, restricted breweries (brewpubs), plenary wineries, farm wineries and instructional wine-making facilities.

Rehabilitation Zone - Ord. 2013-11

Ordinance amending and supplementing the Medford Township code for the implementation of "Five-Year Tax Exemption and Abatement" for designated rehabilitation area and redevelopment areas, currently in the greater Medford Village area.

Accelerated Pinelands Permitting - Ord. 2010-27

Allows for a simplified permitting system for those business located within the Pinelands Comprehensive Management Area that do not require a "Change of Use" variance, which streamlines the process at significantly less expense to applicants.

Other:

Route 70 Corridor Study (2013-2014) - possible revisions to HM, HC-1 and 2 zones to attract more commercial development to the corridor area in Medford along State Highway 70 which transverse the Township.

Historic Advisory Board & Citizen's Architectural Advisory Committee - No Appointments in order to streamline planning and zoning applications that previously were reviewed by these Boards.

Who to Call

This table includes specific reference to types of work and who to contact.

Type of Work	Contact Person
Buildings or Structures Build a new building or structure Alter or add an addition to an existing building or structure Relocate or demolish an existing building or structure.	Zoning Officer and Construction Official
Electrical Work	Construction Official
Exterior Alterations Make alterations to the exterior of your building (excluding painting)	Zoning Officer
Fire and Security Systems Install fire and other security alarm systems	Construction Official
Handicapped Accessible Make a new building or structure handicapped accessible Make an existing building or structure handicapped accessible	Zoning Officer
Merchandise Display Install new merchandise display Make alterations to an existing merchandise display	Zoning Officer
Plumbing Work	Construction Official
Road Conditions and Repairs Medford Township Roads County Roads State Route 70	Neighborhood Services Burlington County NJ State
Sidewalk Conditions and Repairs Repair or replace a sidewalk	Construction Official
Sidewalk Restaurant Make alterations to existing sidewalk restaurant	Zoning Officer
Signs – Permanent Install a new permanent sign Make alterations to an existing approved permanent sign Relocate an existing approved permanent sign	Zoning Officer
Signs – Temporary Install a new temporary sign Relocate an existing approved temporary sign Install a new outdoor marketing graphic display, sandwich board or easel.	Zoning Officer
Trash and Trash Dumpsters Install a temporary construction trash dumpster in the back of your building Any other questions concerning commercial trash pick-up	TBD
Use of Building or Structure Information about zoning on an existing lot & block, or what is permitted in a certain zone	Zoning Officer

Construction Department / Division of Inspections

The Medford Township Construction Department is responsible for ensuring that all construction work in the Township complies with the requirements of the New Jersey Uniform Construction Code (UCC). The UCC has stringent requirements for construction materials and practices, as well as fire suppression requirements. It is very important to have a professional architect or engineer review your UCC Use Group (which is different from the Township Approved Uses for Zone Districts) and incorporate the appropriate construction details for your business into your building. The Department consists of clerical staff and licensed inspectors to perform the duties of the office.



Remodeling being done in the Village of Taunton Forge

Contractors working on construction projects are required to be registered with the NJ Division of Consumer Affairs. A valid Home Improvement Contractors Registration, issued by this Division, is required to be submitted with every permit application. For more information about Medford Township's Construction Department and Division of Inspections please visit their homepage at <http://www.medfordtownship.com/construction>. All electrical and plumbing work must be performed by NJ Licensed contractors.

Food related businesses will also need approval from the County Health Department.
Telephone: (609)265-5515

Construction Department and Division of Inspections support staff are available Monday through Friday 8:30 AM – 4:30 PM. Construction Official and Inspectors are available on weekday mornings between 7:30 – 8:00 AM for consultation by calling (609)654-2608 x317.



Medical Building at 103 Old Marlton Pike (Before Remodel)



Medical Building at 103 Old Marlton Pike (After Remodel)

Construction Forms and Permits

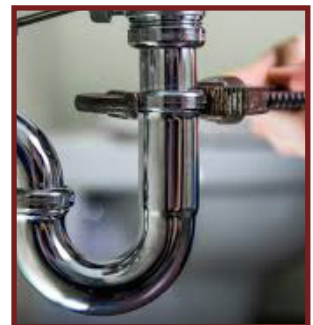
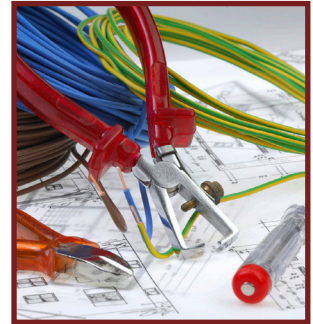
Construction permits are required when you make any change to the building, including interior or exterior demolition, electrical, plumbing, fire systems, or interior and exterior building constructions activities.

There are four (4) primary disciplines for which to obtain permits. They are: Building, Electrical, Fire, and Plumbing. All permits are applied for through the Construction Department.

Generally, each discipline is divided into two primary categories: subcode review, conducted by the Subcode Officials; and inspections, conducted by each discipline's Inspector(s). Subcode Officials review plans and drawings to ensure that they meet the UCC requirements for your business' Use Group. Approvals by the Subcode Official and the Construction Official are required to obtain a permit.

Construction Office Permits generally fall into five categories:

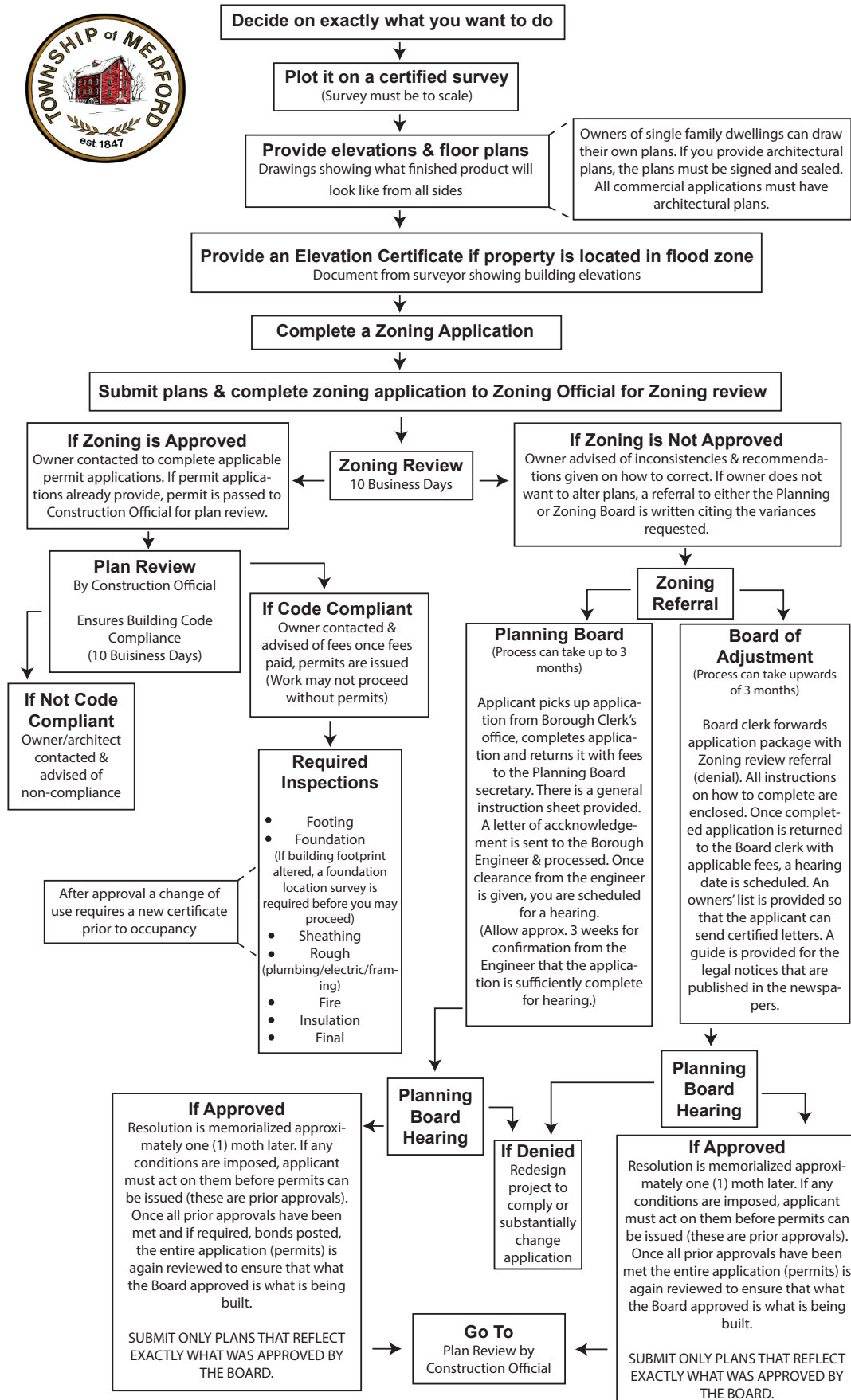
- Building permits
- Demolition permits
- Electrical permits
- Fire permits
- Plumbing permits



Once a permit has been issued, you or your contractor must contact the Construction Office to arrange for inspection of the work at various stages. The Inspectors will check to make sure that work is in compliance with the permit. Each inspection will be marked as Pass or Fail. Once all inspections have been completed and passed, the Construction Official will issue you a certificate to occupy the building and conduct your business.

Construction Forms and Permits are now available online for download to print and fill out and can be brought to our office. For review, you can find these forms on our Forms/Applications page. www.medfordtownship.com/forms

PROCESS FOR MEDFORD TOWNSHIP BUILDING/ZONING PERMITS





CONTACT INFORMATION

Name	Title	Phone
Beth Portocalis	Medford Economic Development Commission	(609) 654-2608 x324
Chuck Watson	Mayor	(609) 654-2608 x333
Katherine Burger	Township Manager	(609) 654-2608 x 334
Toni Glenn	Executive Assistant	(609) 654-2608 x 334
Beth Portocalis	Zoning Official & Zoning Board Secretary	(609) 654-2608 x 324
Krystle Garrison	Zoning Office Assistant	(609) 654-2608 x 315
Kimberly Gerber	Planning Board Secretary	(609) 654-2608 x 312
Rich Falasco	Construction Official	(609) 654-2608 x 340
Joe Rahman	Tax Assessor	(609) 654-2608 x 304

The main township phone number is (609) 654-2608. Medford Township Planning, Zoning and/ or Construction Dept. personnel will assist you as you move forward with your business, and can be contacted Monday through Friday, 8:30AM – 4:30PM. Up to date contact information is available on the Medford Township website at <http://www.medfordtownship.com/content/63/default.aspx> .



One of many Banners that line Main Street in Medford

In the News:

“Turning Over a New Leaf : A new administration on balancing historic Medford’s charms with the need for change.” - South Jersey Magazine Volume 11/Issue 8 SouthJersey.com

Summerfest: There’s a lot to do and see in Medford, NJ - CBS3 News philadelphia.cbslocal.com

Top Festivals and Events

Medford Art, Wine, and Music Festival - 2nd Sunday in June <http://www.medfordbusiness.org/events/awmf/>

Medford Independence Day Celebration - July 3rd [MedfordCelebrates.org](http://www.MedfordCelebrates.org)

Medford Oktoberfest and Music Festival - 3rd Saturday in September <http://www.medfordbusiness.org/events/oktoberfest/>

Annual Halloween Parade - Saturday before Halloween [medfordhalloweenparade.org](http://www.medfordhalloweenparade.org)

Apple Festival at Kirby’s Mill - 2nd Saturday in October [medfordhistory.org](http://www.medfordhistory.org)

Dickens Festival and Tree Lighting on Main Street - 1st Saturday in December

A list of more events are at <http://www.medfordtownship.com/events>