

WOOLWICH TOWNSHIP JOINT LAND USE BOARD

120 VILLAGE GREEN DRIVE
WOOLWICH TOWNSHIP, NJ 08085

PHONE # 856-467-2666 x 3107

FAX #856-467-9775

Dear Applicant,

RE: Woolwich Township Joint Land Use Board Completeness Subcommittee

Pursuant to 40:55D-10.3, an application for development shall be complete for purposes of commencing the applicable time period for action by the Woolwich Township Joint Land Use Board, when certified by the Woolwich Township Joint Land Use Board Completeness Subcommittee consisting of Joe Maugeri, John Juliano and Bob Rushton.

The application shall be deemed complete upon the expiration of the forty-five (45) day period unless:

- (a) The application lacks information indicated on the Checklist adopted by Ordinance #2008-23, by the Woolwich Township Committee on October 20, 2008; and
- (b) The Woolwich Township Joint Land Use Board Completeness Subcommittee has notified the applicant, in writing, of the deficiencies in the application within forty-five (45) days of submission of the application.

The applicant may request that one or more of the subdivision requirements be waived, in which even the Woolwich Township Joint Land Use Board Completeness Subcommittee shall grant or deny the request, in writing, within forty-five (45) days. Nothing herein shall be construed as diminishing the applicant's obligation to prove in the application process that the applicant is entitled to approval of the application. The Woolwich Township Joint Land Use Board may subsequently require correction of any information found to be in error and submission of additional information not specified in Ordinance #2008-23 or any revisions in the accompanying documents, as are reasonably necessary to make an informed decision as to whether the requirements necessary for the approval of the application for development have been met. The application shall not be deemed incomplete for lack of any such additional information or any revisions in the accompanying documents so required by the Woolwich Township Joint Land Use Board.

An application for development shall only be submitted during normal business hours of Monday through Friday, 8:30 am – 4:30 pm. Once the application is submitted, no further

submissions will be accepted by the Joint Land Use Board until the Joint Land Use Board Completeness Subcommittee has certified the application to be Complete or notified the applicant, in writing, of the deficiencies in the application. The Joint Land Use Board Completeness Subcommittee may authorize the Joint Land Use Board Planner to notify the applicant, in writing, of the deficiencies in the application.

In the event a waiver is requested but denied by the Joint Land Use Board Completeness Subcommittee, applicant may request a hearing before the Woolwich Township Joint Land Use Board to consider the granting of a waiver. Such a hearing is subject to the notice provisions of N.J.S.A. 40:55D-12. If the waiver is denied by the Joint Land Use Board Completeness Subcommittee, the application will be deemed incomplete unless and until the waiver is granted by the Woolwich Township Joint Land Use Board, provided that all other Checklist criteria have been submitted.

I thank you for your attention to this matter.

Very truly yours,

Shannon Kilpatrick
Joint Land Use Board Secretary

Enclosure

I _____, have read, understand and agree to the application submission guidelines detailed above.

Signature

Date

****PLEASE SUBMIT THIS SIGNED AGREEMENT WITH APPLICATION****

JOINT LAND USE BOARD

"Fee and Review Escrow Schedule"

Updated 4/17/2018

Section 12 ~ Ordinance #2017-18 of the Township of Woolwich

The following fee schedule shall apply with respect to the filing of all applications for development or appeals before the Joint Land Use Board and/or the Woolwich Township Committee:

(a) **Minor Subdivision** = a nonrefundable application fee of \$275 for a lot line adjustment or the creation of one lot in addition to the retained lot plus an additional nonrefundable fee of \$125 for each additional lot created or recreated; a review escrow deposit in the amount of \$2,000 shall be posted for each additional lot that is created (\$4,000 for 2 lots and \$6,000 for 3 lots); the review escrow deposit shall be \$1,500 for a lot line adjustment when no additional lots are created.

(b) **Preliminary Major Subdivision** = a nonrefundable application fee of \$500 for up to 25 lots, a nonrefundable application fee of \$1000 for lots 26-100, a nonrefundable application fee of \$1500 for lots 100-500, a nonrefundable application fee of \$2,000 for excess of 500 lots; a review escrow deposit in the amount of \$2,000 shall be posted plus \$500 per lots (1-10), plus \$200 per lots (11-60), plus \$150 per lots (61-110), and plus \$100 for each lot in excess of 110.

(c) **Final Major Subdivision** = a nonrefundable application fee of \$450 for up to 25 lots, a nonrefundable application fee of \$800 for lots 26-100, a nonrefundable application fee of \$1200 for lots 100-500, a nonrefundable application fee of \$1,750 for excess of 500 lots; a review escrow deposit in the amount of \$2,000 shall be posted plus \$500 per lots (1-10), plus \$200 per lots (11-60), plus \$150 per lots (61-110), and plus \$100 for each lot in excess of 110.

(d) **Conceptual Review** = a nonrefundable application fee of \$100; a review escrow deposit in the amount of \$1500 shall be posted; any and all funds from the review escrow deposit remaining after conceptual review will be transferred into the escrow account for any subsequent application.

(e) **Use Variance or Variance sought under N.J.S.A. 40:55D-70d** = a nonrefundable application fee of \$400; a review escrow deposit in the amount of \$2,000 shall be posted.

(f) **Bulk and/or Other Variances** = a nonrefundable application fee of \$200; a review escrow deposit in the amount of \$1,500 for residential and \$2,000 for commercial shall be posted.

(g) **Conditional Use (Special Exception)** = a nonrefundable application fee of \$300; a review escrow deposit in the amount of \$1,250 shall be posted.

(h) **Minor Site Plan** = a nonrefundable application fee of \$250; a review escrow deposit in the amount of \$1,000 shall be posted.

(i) **Preliminary Site Plan** = a nonrefundable application fee of \$500 for all preliminary site plan applications; for a residential development site plan with structures, a review escrow deposit in the amount of \$2,500 for (0-5) units, \$6,000 for (6-20) units, \$8,500 for (21-49) units, \$11,500 for (50-100) units, and \$19,000 for (101-1000) units shall be posted; for a commercial/industrial development site plan without structures, a review escrow deposit in the amount of \$5,000 for (0-3) acres, or \$7,500 for in excess of 3 acres shall be posted; for commercial/industrial site plan with structures, a review escrow deposit in the amount of \$2,000 for (1250 -2500) square feet, or \$5,500 for (2501-20000) square feet, or \$8,000 for in excess of 20,000 square feet shall be posted.

(j) **Final Site Plan** = a nonrefundable application fee of \$750 for all final site plan applications; for a residential development site plan with structures, a review escrow deposit in the amount of \$2,500 for (0-5) units, \$6,000 for (6-20) units, \$8,500 for (21-49) units, \$11,500 for (50-100) units, and \$19,000 for (101-1000) units shall be posted; for a commercial/industrial development site plan without structures, a review escrow deposit in the amount of \$5,000 for (0-3) acres, or \$7,500 for in excess of 3 acres shall be posted; for commercial/industrial site plan with structures, a review escrow deposit in the amount of \$2,000 for (1250 –2500) square feet, or \$5,500 for (2501-20000) square feet, or \$8,000 for in excess of 20,000 square feet shall be posted.

(k) **Zoning Board Component Of Joint Land Use Board Interpretation** = a nonrefundable application fee of \$150; a review escrow deposit in the amount of \$750 shall be posted.

(m) **General Development Plan** = a nonrefundable application fee of \$1,000; a review escrow deposit in the amount of \$5,000 per each component plan plus \$500 per each report/schedule.

(n) **Zoning Officer Permits and Appeals** = a nonrefundable fee of \$40 for the Zoning Officer's review of a project presented for a zoning permit; if there is an appeal of the Zoning Officer's determination with respect to the zoning permit, a nonrefundable application fee of \$50 is required to process the Appeal to the Zoning Board Component of the Joint Land Use Board, and a review escrow fee in the amount of \$750 shall be posted for the Joint Land Use Board's professionals' review of the Appeal.

(o) In the event that there are multiple separate components involved in one application (i.e., a use variance, bulk variance, minor subdivision and/or site plan at the same time of submission of application), then the maximum non-refundable fee to be paid to the Township shall be the amount of the highest individual component fee, as delineated above, plus an additional one-time fee of \$150.00 total to cover all of the other separate components of the application. Escrow shall be posted according to each and every separate component submission of the application as delineated above.

(p) **TDR Transactions** = a nonrefundable application fee of \$200 and review escrow deposit in the amount of \$1,000 submitted on forms authorized by the Joint Land Use Board; for all TDR transactions, per transaction, landowner, or existing Sending and Receiving Area lot, whichever is greater; includes an Application for TDR Credit Appeal, Enrollment, Assignment or Reassignment, Use and Extinguishment or Disenrollment.

(q) **TDR Review** = a nonrefundable application fee of \$200 and review escrow deposit in the amount of \$1,000 submitted on forms authorized by the Joint Land Use Board; for administrative and/or Joint Land Use Board Solicitor review of deed restrictions, easements, survey, title, TDR Credit Appeal, and requests for credit adjustments affected by variances and/or subdivision of an existing or proposed single-family detached house, farmstead or lot.

(r) **Waiver of Site Plan** = a nonrefundable application fee of \$250; a review escrow deposit in the amount of \$1,000 shall be posted.

Woolwich Township
Joint Land Use Board Application
Submission Requirements

- ▶ **For All Applications:** Please fill out the attached application completely and submit to the **Land Use Board Secretary** at the address below, **4 Copies** of the Application, Submission Checklist, and all other required documents plus **8 Copies** of Plans.

Land Use Board Secretary

Shannon Kilpatrick
120 Village Green Drive
Woolwich Township, NJ 08085
(856) 467-2666 x 3107

Joint Land Use Board Professionals

Planner:

Ashton Jones, P.P., A.I.C.P., C.F.M
Remington & Vernick
232 Kings Highway
Haddonfield, NJ 08033
(856)-216-1890 Ext 1105

Engineer:

Paul Breier, P.E.
Federici & Akin
307 Greentree Road
Sewell, NJ 08080
(856)-589-1400

Solicitor:

Brian Lozuke, Esq
Mattleman, Weinroth & Miller, P.C.
401 Rout 70 East, Suite 100
Cherry Hill, NJ 08034
(856)-298-4267

****If there are any questions, please contact the Land Use Secretary at the number above.**

SUBMIT 4 COPIES

WOOLWICH TOWNSHIP

JOINT LAND USE APPLICATION

BLOCK (S) _____ LOT (S) _____

APPLICANT _____

DATE RECEIVED _____

Please Submit 2 CHECKS made Payable to WOOLWICH TOWNSHIP:

Application Fee ~ Amount \$ _____ Check # _____

Escrow Fee ~ Amount \$ _____ Check # _____

AGREEMENT OF ESCROW BETWEEN APPLICANT AND
WOOLWICH TOWNSHIP

“APPLICATION FEE IS NON-REFUNDABLE”

In the event the Escrow amount required to be posted by the Township of Woolwich is not sufficient to cover Professional charges incurred by the Township of Woolwich for such application, then the applicant shall pay the amount required which is over and above funds previously collected and shall not receive any approvals or permits from the Township until such fees are paid in full. No zoning permits, building permits, certificates of occupancy or other types of permits may be issued with respect to any approved application for development until all bills for reimbursement services have been paid by the applicant/developer.

I have read the above paragraph and agree with the conditions therein.

Signature

Date

Escrow Contact Person: _____

Contact Person Email Address: _____

Contact Person Phone # _____

Woolwich Township Joint Land Use Application

Application to Woolwich Township Joint Land Use Board is hereby made in accordance with all Woolwich Township Ordinances.

Complete application, drawings and fees must be received in order to be placed on a meeting agenda for a hearing.

No application will be heard after 10pm on the scheduled meeting night. All corporations must be represented at the Land Use Hearing by a New Jersey Attorney.

A. TYPE OF APPLICATION:

_____	Concept Plan	_____	Final Major Subdivision
_____	Minor Site Plan	_____	Prelim. Major Site Plan
_____	Minor Subdivision	_____	Final Major Site Plan
_____	GDP	_____	Use Variance
_____	Prelim. Major Subdivision	_____	Bulk Variance
		_____	Other

B. NAME of PROJECT: _____

C. NATURE of APPLICATION: _____

(Same as Public Notice) _____

D. INFORMATION REGARDING the APPLICANT:

Applicant's Full Legal Name: _____

Mailing Address: _____

Telephone Number: _____ Fax Number: _____

Federal Identification Number or Social Security Number: _____
(This is required for establishing an escrow account)

Is the Applicant a CORPORATION? _____

An INDIVIDUAL? If yes, list name(s) _____

OTHER? _____

If the applicant is a corporation, partnership, or company, please give the name and addresses of persons having a 10% interest or more in the corporation or partnership. If more space is needed, please attach a list on a separate piece of paper.

NAME: _____ TITLE: _____

ADDRESS: _____

The relationship between the APPLICANT and the PROPERTY in question is:

OWNER _____ TENANT _____ LEASEE _____

PURCHASER _____ UNDER CONTRACT _____ OTHER _____

If OTHER, please specify: _____

If the APPLICANT is not the owner of the property in question, the APPLICANT must obtain and submit a copy of this application signed by the OWNER in the space provided in SECTION J.

E. INFORMATION REGARDING THE PROPERTY:

The street address of the property is: _____

The location of the property is: BLOCK(S) _____ LOT(S) _____

See tax bill or deed or call Tax Office for this information

Zone in which the property is located: _____

The Land Use Department or Zoning Office can help determine this information

Dimensions of Property: _____

Acre(s): _____ Size of Property in Square Feet: _____

Number of Lots in Proposed Subdivision: _____

Size of Lots after Subdivision: _____

Attach separate sheet if necessary

Are the Following Utilities Existing?

Paved Streets yes___ no___

Storm Sewers yes___ no___

Curb yes___ no___

Water yes___ no___

Sidewalks yes___ no___

Gas yes___ no___

Sanitary Sewer yes___ no___

Electric yes___ no___

Present Use of Property: _____

Description of Present Structure(s): _____

Proposed Use of Property: _____

Attach a statement entitled "Proposal"

Size of New Structure(s): _____

Have there been any previous Zoning Board of Adjustment and/or Planning Board hearings involving this property? Yes___ No___

If YES, Attach a Copy of the Written Decision(s) Adopted by the Appropriate Board.

Is the Property Located within 200 Feet of Another Municipality? Yes___ No___

Is the Property Located Adjacent to an Existing/Proposed County Road? Yes___ No___

Is the Property Located Adjacent to County Land? Yes___ No___

Is the Property Located Adjacent to a State Highway? Yes___ No___

F. INFORMATION ABOUT REQUESTED RELIEF: Reason for Relief: Attach a Statement Entitled, "REASONS FOR RELIEF" Setting Forth the Facts Relied Upon to Support the Applicant's Claim of Right to Relief.

G. INFORMATION ABOUT EXPERTS: The Following Information, Although Not Required, is Respectfully Requested to Enable the Board to Facilitate the Processing of This Application.

Applicant's Attorney:
Name _____ Phone _____
Fax _____ Address _____

Firm Name _____

Applicant's Engineer:
Name _____ Phone _____
Fax _____ Address _____

Firm Name _____

Applicant's Architect:
Name _____ Phone _____
Fax _____ Address _____

Firm Name _____

Applicant's Planner:
Name _____ Phone _____
Fax _____ Address _____

Firm Name _____

Applicant's Landscape Engineer:
Name _____ Phone _____
Fax _____ Address _____

Firm Name _____

Applicant's Surveyor:
Name _____ Phone _____
Fax _____ Address _____

Firm Name _____

Other Experts:
Name _____ Phone _____
Fax _____ Address _____

H. **NOTICE:** APPLICANT IS RESPONSIBLE TO PUBLISH AND SERVE NOTICE OF THIS APPLICATION, HOWEVER NOTICE MAY NOT BE EFFECTIVE UNTIL THE APPLICATION IS CERTIFIED BY THE LAND USE SECRETARY FOR COMPLETENESS.

I. **VERIFICATION AND AUTHORIZATION:**

APPLICANT'S VERIFICATION

I hereby certify that the above statements made by me and the statements and information contained in the papers submitted in connection with this application are true. I also certify that there are no protective covenants or deed restrictions applying to the land to be developed/subdivided. If such restrictions are to be made a part of this application, all plans for development are to be submitted for review and action by the Planning Board and MUST be prepared by a professional Engineer, Architect or Land Surveyor licensed by the State of New Jersey.

NOTE: Failure to Answer Any of the Above Questions Shall Void This Application.

I swear (promise) that the above application is true and correct to the best of my knowledge.

Signature of Applicant

Sworn to and subscribed
before me this _____
day of _____, 20__.

Notary Public

J. **OWNER'S AUTHORIZATION:**

I hereby certify that I reside at _____ in the County of _____ and State of _____ and that I am Owner of all of the certain lot, piece or parcel of land know as Block(s) _____ Lot(s) _____ on the Tax Map of Woolwich Township which property is the subject of the above Application and that said Application is hereby authorized by me.

Property Owner's Signature

PROOF OF PAYMENT OF PROPERTY TAXES

**WOOLWICH TOWNSHIP PLANNING BOARD
GLOUCESTER COUNTY, NEW JERSEY**

(1 COPY REQUIRED)

DATE: _____

NAME: _____

ADDRESS: _____

BLOCK (S): _____ LOT (S): _____

TO WHOM IT MAY CONERN:

TAXES ON THE ABOVE CAPTIONED PROPERTY ARE PAID _____

OPEN _____ THROUGH THE _____ QUARTER OF _____

Kim M. Jaworski
Tax Collector

NOTICE REQUIREMENTS

Applicants are solely responsible to insure that proper notice of the public hearing has been given in accordance with the Municipal Land Use Law (“MLUL”), specifically including but not limited to, complying with the provisions of N.J.S.A. 40:55D-12. Applicants are strongly advised to review the notice requirements contained in the MLUL and/or to consult an attorney.

1. Notice must be given to all property owners within 200 feet as contained in the Municipal Tax Assessor’s Certified List, at least ten (10) days prior to the hearing. A list of property owners may be obtained by writing or calling:

Kim Jaworski
120 Village Green Drive
Woolwich Township, NJ 08085
(856) 467-2666 Ext. 3105

****A \$10.00 FEE IS REQUIRED****

****Please note that according to Township Ordinance #2005-27, the List of Property Owners must be obtained within “30” days from the date upon which such notices are to be sent.**

2. Public notice must be published in the South Jersey Times, the official newspaper of the Township of Woolwich, at least ten (10) days prior to the hearing. An Affidavit of Publication of Notice must be provided to the JLUB.

3. Notice shall be given by personal service or certified mail to the Gloucester County Planning Board of a hearing involving property adjacent to the existing County Road or proposed County Road and/or pursuant to law. A copy of the notice must be provided to the JLUB.

4. Notice of hearings involving property located within 200 feet of an adjoining municipality shall be given by personal service or certified mail to the Clerk of the adjoining municipality. If the property is located within 200 feet of an adjoining municipality, a list of all property owners must be obtained from the Tax Assessor of the adjoining municipality. A copy of all notices must be provided to the JLUB.

5. Notice shall be given by personal service or certified mail to the Commissioner of Transportation of the State of New Jersey of a hearing involving property adjacent to a state highway. A copy of all notices must be provided to the JLUB.

6. Notice shall be given by personal service or certified mail to the New Jersey State Planning Commission of a hearing involving property which exceeds 150 acres or 500 dwelling units. The notice shall include a copy of any

maps or documents required to be on file pertaining to the application. A copy of all notices must be provided to the JLUB.

7. Notice shall be given to all utilities or other public entities as set forth or attached to the Certified Property Owner's list. A copy of all notices must be provided to the JLUB.

8. At least one (1) week prior to the hearing, the Applicant must provide an Affidavit of Proof of Service, with all required attachments, evidencing that statutory notice has been given. NOTE: If the Affidavit is not submitted within the specified time period, the application may be deemed incomplete and removed from the agenda.

(Form – Example of Notice to Property Owners):

NOTICE OF HEARING

PLEASE TAKE NOTICE that a public hearing will be held before the Joint Land Use Board of Woolwich Township on _____, 20__ at 7:00pm in the Woolwich Township Municipal Building, 120 Village Green Drive, Woolwich Township, New Jersey 08085.

To: _____

Applicant: _____

Property Effected: _____

A/K/A: Block _____ Lot (s) _____ on the Tax Map of Woolwich Twp.

Nature of Application:

Applicant will further seek any and all other waivers, variances, exceptions and/or other approvals required to develop the property as set forth in the application.

This notice is sent to you as an owner of property within 200 feet and are required to be notified according to law. When the case is called, you may appear, whether in person or by attorney, and present any objections which you may have to the granting of the relief sought in the petition.

YOU ARE NOT REQUIRED TO APPEAR AT THIS HEARING UNLESS YOU WISH TO OBJECT TO THE ACTION DESIRED BY THE APPLICANT

A copy of the application and all supporting documents are on file with the Land Use Secretary, Julie Iacovelli, at the Woolwich Township Municipal Building, 120 Village Green Drive, Woolwich Township, NJ 08085 and may be reviewed during regular business hours. Please call (856) 467-2666 x 3107 to arrange a time.

This notice is sent to you by the Applicant, by the order of the Joint Land Use Board.

Respectfully,

(Applicant)

(Form – Example of Newspaper Notice):

NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that a public hearing will be held before the Joint Land Use Board of Woolwich Township on _____, 20__ at 7:00pm in the Woolwich Township Municipal Building, 120 Village Green Drive, Woolwich Township, New Jersey 08085.

Property Effected:

A/K/A: Block _____ Lot (s) _____ on the tax map of Woolwich Twp.

The object of the hearing will be to consider

Applicant will further seek any and all other waivers, variances, exceptions and/or other approvals required to develop the property as set forth in the application.

Any person interested in the application may appear, whether in person or by attorney, and present any objections which you may have to the granting of the relief sought in the petition.

YOU ARE NOT REQUIRED TO APPEAR AT THIS HEARING UNLESS YOU WISH TO OBJECT TO THE ACTION DESIRED BY THE APPLICANT

A copy of the application and all supporting documents are on file with the Land Use Secretary, Julie Iacovelli, at the Woolwich Township Municipal Building, 120 Village Green Drive, Woolwich Township, NJ 08085 and may be reviewed during regular business hours. Please call (856) 467-2666 x 3107 to arrange a time.

Applicant

Applicant's Address:

(Form – Example of Notice to County):

**Woolwich Township Joint Land Use Board
Notice of Hearing to County Planning Board**

PLEASE TAKE NOTICE: That

_____,
the undersigned, has applied to the Joint Land Use Board of the Township of
Woolwich for the following relief:

at _____
Block(s) _____, Lot(s) _____, Township
of Woolwich, which property fronts upon a County Road or adjoins County owned
property or is within 200 feet of a municipal boundary. A hearing in this matter
will be held on _____, 20____ in the Woolwich Township
Municipal Building 120 Village Green Drive, Woolwich Township, NJ 08085.

Dated:

(Applicant's Signature)

Woolwich Township Land Use Board Submission Checklist

The following completed checklist must be submitted with each application to the Woolwich Township Joint Land Use Board. A check mark should be placed next to each item in the Status column on the line marked Applicant as to whether the item is Complete, Not Applicable, requires a Waiver Request or is Incomplete. Each application will be reviewed by the Woolwich Township Completeness Subcommittee. Any Waiver Requests will be reviewed at that time. Once the application is deemed to be **Complete**, the application will be scheduled for a public hearing. **DO NOT PUBLISH NOTICE** to the property owners within 200 feet, other interested parties, or in the newspaper, **until you receive formal written notification from the Land Use Office of Woolwich Township that your application is complete.**

*“As per Township ordinance (2019-75) a list of property owners
must be current within 75 days of public hearing”*

Please check all that are applicable:

- | | |
|---|--|
| <p>_____ Concept Plan</p> <p>_____ Minor Subdivision</p> <p>_____ Minor Site Plan</p> <p>_____ Preliminary Major Subdivision</p> <p>_____ Final Major Subdivision</p> <p>_____ Preliminary Major Site Plan</p> <p>_____ Final Major Site Plan</p> <p>_____ General Development Plan (GDP)</p> <p>_____ Conditional Use</p> <p>_____ Appeal the decision of an Administrative Officer of the Township</p> <p>_____ TDR
Parcel(s) is located within a designated Transfer of Development Rights Area:
Receiving Area _____
Sending Area _____</p> | <p>_____ Interpretation of the Zoning Map or Ordinance [NJSA 40:55D-70b]</p> <p>_____ <u>C-1 Variance [NJSA 40:55D-70c (1)]</u>
“Hardship” Variance – Unique to Topography Conditions, Shape and Physical Features which affect a specific property.</p> <p>_____ <u>C-2 Variance [NJSA 40:55D-70c (2)]</u>
Deviation from Township Ordinance – “Bulk” Variance – Flexible (Benefits vs. Detriments)</p> <p>_____ <u>D Variance (Use Variance) [NJSA 40:55D-70d]</u>
(1) Variance for a non-permitted use or Principal Structure
(2) Expansion of a Nonconforming Use
(3) Deviation from Conditional Use Standards
(4) Floor Area Ratio
(5) Increase in Permitted Density
(6) Height of Principal Structures</p> <p>_____ Other</p> |
|---|--|

- (1) Requires a TDR credit adjustment resulting from variances and/or subdivision for an existing or proposed single-family detached house, farmstead or lot per 203-54 H & I of Ord. No. 2014-09
- (2) Submission of an Application for TDR Credit Appeal per 203-53 A-G of Ord. No. 2014-09
- (3) Submission of an Application for TDR Credit Enrollment per 203-54 C & G of Ord. No. 2014-09
- (4) Submission of an Application for Assignment or Reassignment of TDR Credits per 203-54 D-E of Ord. No. 2014-09
- (5) Submission of an Application for Credit Use and Extinguishment as defined in Section 203-54 F of Ord. No. 2014-09
- (6) Submission of an Application for Reassignment or Disenrollment as defined in Section 203-55 A-F of Ord. No. 2014-09

PROJECT NAME: _____ BLOCK # _____ LOT # _____

Certification:

The undersigned hereby certifies that he/she has read the Township's "Complete Streets Policy" and that the design of the project adheres to the goals and objectives of said policy. The undersigned further certifies that he/she has contacted the Township's Director of Community Development for assistance and has become familiar with the Townships Master Plans and Elements as relates to the project.

BY: _____ DATE: _____

**Woolwich Township Joint Land Use Board
SUBMISSION REQUIREMENTS CHECKLIST:**

Item Number	Requirements								Bulk Variance	Item Description	Status					
	Concept Plan	Minor Site Plan	Minor Subdivision	Gen. Dev. Plan	Major		Use Variance				Applicant	Official Use	Complete	Not Applicable	Waiver Request	Incomplete
					Prelim	Final										
1.	<input checked="" type="checkbox"/>	Development application. Including Name and address of the Owner, Applicant, Applicant's attorney, and Engineer/Planner/Surveyor. 4 COPIES	Applicant	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>									
											Official Use	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
2.	<input checked="" type="checkbox"/>	Application and escrow fees. 4 COPIES	Applicant	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>									
											Official Use	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
3	<input checked="" type="checkbox"/>	Tax payment certification. 4 COPIES.	Applicant	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>									
											Official Use	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
4	<input checked="" type="checkbox"/>	A written statement of the reasons for waiver requests, if any. 4 COPIES	Applicant	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>									
											Official Use	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
5	<input checked="" type="checkbox"/>	Copies of all variances or other resolutions of any land use board which affects this site. (If applicable) 15 COPIES	Applicant	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>									
											Official Use	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
6	<input checked="" type="checkbox"/>	Copy of the deed showing ownership of the site. If the applicant is a tenant, a copy of the lease or proposed lease agreement. If the applicant is under contract to purchase, a copy of the contract with the contract prices redacted. 4 COPIES	Applicant	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>									
											Official Use	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Requirements										Item Description	Status														
Item Number	Concept Plan	Minor Site Plan	Minor Subdivision	Gen. Dev. Plan	Major		Use Variance	Bulk Variance				Complete	Not Applicable	Waiver Request	Incomplete										
					Prelim	Final																			
7.	●	●	●	●	●	●	●	●	●	Location and list of restrictions and limitations associated with existing easements and restrictive covenants. Must provide text or recorded easements, restrictions and current title binder. Location of existing easements or rights-of-way. Location and details of existing and proposed water, storm and sanitary sewer piping. Provide a note on the plan stating that gas, electric, telephone and cable lines will be installed underground. If there are Easements or Restrictive Covenants, declaration, by-laws (i.e. homeowner's association documents resultant from development or not. 4 COPIES	<table border="1"> <tr> <td>Applicant</td> <td>●</td> <td>●</td> <td>●</td> <td>●</td> </tr> <tr> <td>Official Use</td> <td>●</td> <td>●</td> <td>●</td> <td>●</td> </tr> </table>	Applicant	●	●	●	●	Official Use	●	●	●	●				
Applicant	●	●	●	●																					
Official Use	●	●	●	●																					
8.			●		●	●	●			Sewage Disposal Report and soil percolation test results where no sanitary sewer service when new dwelling units are created. 4 COPIES	Applicant	●	●	●	●										
										Official Use	●	●	●	●											
9.	●	●	●	●	●	●	●	●	●	Aerial Photograph showing the tract and all structures and physical features on and within 500 feet of the tract. Photograph must be no more than one year old. Computer Satellite Images Acceptable. 15 COPIES	Applicant	●	●	●	●										
										Official Use	●	●	●	●											
10.					●	●				Tree Protection Plan 4 COPIES	Applicant	●	●	●	●										
										Official Use	●	●	●	●											
11.	●			●	●					Existing Resources and Site Analysis Plan. 4 COPIES	Applicant	●	●	●	●										
										Official Use	●	●	●	●											
12.	●	●	●	●	●	●	●	●	●	Affordable Housing Plan if new units or jobs are created in accordance with Mount Laurel Doctrine. 4 COPIES	Applicant	●	●	●	●										
										Official Use	●	●	●	●											
13.				●	●	●				Communities Facilities Report including fiscal impact. 4 COPIES	Applicant	●	●	●	●										
										Official Use	●	●	●	●											

Requirements										Item Description	Status				
Item Number	Concept Plan	Minor Site Plan	Minor Subdivision	Gen. Dev. Plan	Major		Use Variance	Bulk Variance							
					Prelim	Final									
14.				•	•	•	•	•	•	Traffic Impact Report 4 COPIES	Applicant				
											Official Use				
15.	•	•	•	•	•	•	•	•	•	If there are Structures or Buildings. Dimensioned Architectural Elevations of all four facades, materials list for primary exterior elements, all signs and typical "concept" building cross sections prepared by a Architect licensed in the State of New Jersey of all proposed buildings with the exception of single-family detached dwellings. 15 COPIES	Applicant				
											Official Use				
16.	•	•	•	•	•	•	•	•	•	Current property survey prepared and sealed by a registered New Jersey Land Surveyor. Survey should depict all structures on the site and all driveways, parking spaces, size of spaces and type 4 SEALED COPIES 11 REDUCED SIZE, UNSEALED COPIES	Applicant				
											Official Use				
17.								•	•	If applicable a copy of the report of action prepared by an administrative officer of the Township, from which the applicant appeals. 4 COPIES	Applicant				
											Official Use				
18.	•	•	•	•	•	•	•	•	•	Signed and sealed plan(s) by a New Jersey licensed professional authorized to perform such work. 8 COPIES	Applicant				
											Official Use				
19.	•	•	•	•	•	•	•	•	•	For a map, use one (1) of six (6) standardized sheets: 24" x 36 11" x 17" 30" x 42" 15" x 21" 18" x 24"	Applicant				
											Official Use				
<u>THE PLAN(S) SHALL CONTAIN:</u>															
20.	•	•	•	•	•	•	•	•	•	Written and graphic scale.	Applicant				
											Official Use				
21.	•	•	•	•	•	•	•	•	•	North arrow.	Applicant				

Requirements										Item Description	Status					
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					Prelim	Final										
					Subdivision	Site Plan										
32.				•	•	•	•	•	•	•	•					
33.	•	•	•	•	•	•	•	•	•	•	•					
34.	•	•	•	•	•	•	•	•	•	•	•					
35.			•													
36.				•												
37.	•	•	•	•	•	•	•	•	•	•	•					
38.		•		•	•	•	•	•	•	•	•					
39.	•	•	•	•	•	•	•	•	•	•	•					
40.		•														
41.				•	•	•	•									

Requirements										Item Description	Status					
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					Prelim	Final										
					Subdivision	Site Plan										
42.		•		•	•	•	•	•	•	•	•	•				
43.		•			•	•	•	•								
44.	•			•	•	•	•	•	•							
45.	•	•		•	•	•	•	•	•							
46.					•	•	•	•								
47.				•	•	•	•	•								
48.							•									
49.	•			•	•	•	•	•								
50.		•	•		•	•	•	•	•	•						

Requirements								Item Description		Status				
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					Prelim	Final								
51.									Existing and proposed contours based on USGS datum at 1 foot intervals for grades up to 10%, with 2 foot intervals over 10%, on and within 100 feet of limit of development.	Applicant				
										Official Use				
52.									Corner and first floor elevations of proposed and existing structures, on and within 100 feet of limit of development.	Applicant				
										Official Use				
53.									Spot elevations and grades of proposed and existing grass areas, pedestrian and vehicular circulation areas on and within 100 feet of limit of development.	Applicant				
										Official Use				
54.									Locations of storm water management basins and structures with proposed access and drainage easements, where required.	Applicant				
										Official Use				
55.									Drainage calculations.	Applicant				
										Official Use				
56.									Lighting plan and details to include isolux patterns, illumination levels, and fixture type.	Applicant				
										Official Use				
57.									Extent of clearing limits.	Applicant				
										Official Use				
58.									Landscaping plan including typical planting notes, types, quantity, size, location, common and botanical names of proposed plantings.	Applicant				
										Official Use				

Item Number	Requirements							Item Description	Status
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					Prelim	Final			
									<input type="checkbox"/> Complete <input type="checkbox"/> Not Applicable <input type="checkbox"/> Waiver Request <input type="checkbox"/> Incomplete
59.	•			•	•	•	•	•	Locations of lands to be preserved or dedicated to public use and natural features including watercourses, wetlands and transition areas, aquifer recharge areas, wooded areas, steep slopes, cliff and rock outcroppings. Applicant Official Use
60.	•				•	•	•	•	Locations, dimensions, and plant materials, proposed or existing, of buffer areas. Applicant Official Use
61.					•	•	•	•	Soil Erosion and Sediment Control Plan, as necessary. Applicant Official Use
62.		•			•	•	•	•	Location and details of proposed trash enclosures. Applicant Official Use
63.		•			•	•	•	•	Location and details of proposed fencing and signage. Applicant Official Use
64.							•	•	Timing of improvement installation including any proposal phasing plan for the project. Applicant Official Use
65.			•				•	•	Parcel and roadway legal descriptions at time of Final Site Plan or Final Subdivision. Applicant Official Use
66.							•	•	Plot plan showing all lots and number of lots contained therein. Street map of development including street names. Applicant Official Use

Requirements										Item Description	Status				
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					Prelim	Final									
					Site Plan	Site Plan									
67.	●	●	●	●	●	●	●	●	All applications and supporting documents submitted on portable electronic media and/or transmittal compatible with the Township.						
															Applicant
															Official Use