

**CITY OF ABSECON PLANNING BOARD**

500 Mill Road

Absecon, NJ 08201

phone 609.641.0663, Ext. 112 / fax 609.645.5098

**APPLICATION FOR LAND DEVELOPMENT**

The application with supporting documentation must be filed with the Planning Board Secretary (30) days prior to the meeting at which the application is to be considered.

To be completed by City staff only.

Date Filed: \_\_\_\_\_ Application No. \_\_\_\_\_  
Application Fee \_\_\_\_\_  
Escrow Deposit \_\_\_\_\_

Scheduled for: Review for Completeness \_\_\_\_\_ Hearing \_\_\_\_\_

**TO BE COMPLETED BY APPLICANT**

**1. SUBJECT PROPERTY**

Location: \_\_\_\_\_  
Tax Map Page \_\_\_\_\_ Block \_\_\_\_\_ Lot(s) \_\_\_\_\_  
Page \_\_\_\_\_ Block \_\_\_\_\_ Lot(s) \_\_\_\_\_  
Dimensions Frontage \_\_\_\_\_ Depth \_\_\_\_\_ Total Area \_\_\_\_\_  
Zoning District \_\_\_\_\_

**2. APPLICANT**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone Number \_\_\_\_\_  
Applicant is a Corporation \_\_\_\_\_ Partnership \_\_\_\_\_ Individual \_\_\_\_\_  
Email \_\_\_\_\_

**3. DISCLOSURE STATEMENT**

Pursuant to NJS 40:550-48.1, the names and addresses of all persons owning 10% of the stock in a corporate applicant or 10% interest in any partnership applicant must be disclosed. In accordance with NJS 40:550-48.2 that disclosure requirement applies to any corporation or partnership which owns more than 10% interest in the applicant followed up the chain of ownership until the names and addresses of the non-corporate stockholders and partners exceeding the 10% ownership criterion have been disclosed. (Attach pages as necessary to fully comply.)

Name \_\_\_\_\_ Address \_\_\_\_\_ Interest \_\_\_\_\_  
Name \_\_\_\_\_ Address \_\_\_\_\_ Interest \_\_\_\_\_

**4. If Owner is other than the applicant, provide the following information on the Owner(s):**

Owner's Name \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone Number \_\_\_\_\_  
Email \_\_\_\_\_

**5. PROPERTY INFORMATION:**

Restrictions, covenants, easements, association by-laws, existing or proposed on the property:

Yes (attach copies) \_\_\_\_\_ No \_\_\_\_\_ Proposed \_\_\_\_\_

Note: All deed restrictions, covenants, easements, association bylaws, existing and proposed must be submitted for review and must be written in easily understandable English in order to be approved.

6. Applicant's Attorney \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone Number \_\_\_\_\_ FAX Number \_\_\_\_\_  
Email \_\_\_\_\_

7. Applicant's Engineer \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone Number \_\_\_\_\_ FAX Number \_\_\_\_\_  
Email \_\_\_\_\_

8. Applicant's Planning Consultant \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone Number \_\_\_\_\_ FAX Number \_\_\_\_\_  
Email \_\_\_\_\_

9. Applicant's Traffic Engineer \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone Number \_\_\_\_\_ FAX Number \_\_\_\_\_  
Email \_\_\_\_\_

10. List any other Expert who will submit a report or who will testify for the Applicant:  
(Attach additional sheets as may be necessary)

Name \_\_\_\_\_  
Field of Expertise \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone Number \_\_\_\_\_ FAX Number \_\_\_\_\_  
Email \_\_\_\_\_

**11. APPLICATION REPRESENTS A REQUEST FOR THE FOLLOWING:**

**SUBDIVISION:**

- \_\_\_\_\_ Minor Subdivision Approval
- \_\_\_\_\_ Subdivision Approval (Preliminary)
- \_\_\_\_\_ Subdivision Approval (Final)

Number of lots to be created \_\_\_\_\_ Number of proposed dwelling units \_\_\_\_\_  
(including remainder lot) (if applicable)

**SITE PLAN:**

- \_\_\_\_\_ Site Plan Waiver
- \_\_\_\_\_ Preliminary Site Plan Approval [Phases (if applicable) \_\_\_\_\_]
- \_\_\_\_\_ Final Site Plan Approval [Phases (if applicable) \_\_\_\_\_]
- \_\_\_\_\_ Amendment or Revision to an Approved Site Plan
- \_\_\_\_\_ Area to be disturbed (square feet) \_\_\_\_\_
- \_\_\_\_\_ Total Number of Proposed Dwelling Units \_\_\_\_\_
- \_\_\_\_\_ Variance Relief (hardship) [NJS 40:55D-70c(1)]
- \_\_\_\_\_ Variance Relief (substantial benefit) [NJS 40:55D-70c(2)]
- \_\_\_\_\_ Conditional Use Approval [NJS 40:55D-67]
- \_\_\_\_\_ Direct issuance of a permit for a lot lacking street frontage [NJS 40:55d-35]

12. Section(s) of Ordinance from which a variance is requested: \_\_\_\_\_

13. Waivers Requested of Development Standards and/or Submission Requirements:  
[attach additional pages as needed]

14. Attach a copy of the Notice to appear in the official newspaper of the municipality and to be mailed to the owners of all real property, as shown on the current tax duplicate, located within the State and within 200 feet in all directions of the property which is the subject of this application. The Notice must specify the sections of the Ordinance from which relief is sought, if applicable. The publication and the service on the affected owners must be accomplished at least 10 days prior to the date scheduled by the Board Secretary for the hearing. An affidavit of service on all property owners and a proof of publication must be filed before the application will be complete and the hearing can proceed.

15. Explain in detail the exact nature of the application and the changes to be made at the premises, including the proposed use of the premises:  
[attach pages as needed]

16. Is a public water line available? \_\_\_\_\_

17. Is public sanitary sewer available? \_\_\_\_\_

18. Does the application propose a well and septic system? \_\_\_\_\_

19. Have any proposed new lots been reviewed with the Tax Assessor to determine appropriate lot and block numbers? \_\_\_\_\_

20. Are any off-tract improvements required or proposed? \_\_\_\_\_

21. Is the subdivision to be filed by Deed or Plat? \_\_\_\_\_

22. What form of security does the applicant propose to provide as performance and maintenance guarantees? \_\_\_\_\_

**23. Other approvals which may be required and date plans submitted:**

	Yes	No	Date Plans Submitted
Atlantic County Utilities Authority	_____	_____	_____
___ County Health Department	_____	_____	_____
___ County Planning Board	_____	_____	_____
___ County Soil Conservation District	_____	_____	_____
NJ Department of Environmental Protection	_____	_____	_____
Sewer Extension Permit	_____	_____	_____
Sanitary Sewer Connection Permit	_____	_____	_____
Stream Encroachment Permit	_____	_____	_____
Waterfront Development Permit	_____	_____	_____
Wetlands Permit	_____	_____	_____
Tidal Wetlands Permit	_____	_____	_____
Potable Water Construction Permit	_____	_____	_____
NJ Department of Transportation	_____	_____	_____
CAFRA Permit	_____	_____	_____
Public Service Electric & Gas Company	_____	_____	_____
Other	_____	_____	_____

**24. Certification from the Tax Collector that all taxes due on the subject property have been paid must be included with this application.**

**25. List of Maps, Reports and other materials accompanying the application (attach additional pages as required for complete listing ).**

Quantity	Description of Item
_____	_____
_____	_____
_____	_____

**26. The Applicant hereby requests that copies of the reports of the professional staff reviewing the application be provided to the following of the applicant's professionals:**

**Specify which reports are requested for each of the applicant's professionals and whether all reports should be submitted to the professional listed.**

Applicant's Professional	Reports Requested
_____ Attorney	_____
_____ Engineer	_____
_____ Planner	_____
_____ Surveyor	_____

**CERTIFICATIONS**

27. I certify that the foregoing statements and the materials submitted are true. I further certify that I am the individual applicant or that I am an Officer of the Corporate applicant and that I am authorized to sign the application for the Corporation or that I am a general partner of the partnership applicant.

[If the applicant is a corporation this must be signed by an authorized corporate officer.

If the applicant is a partnership, this must be signed by a general partner.]

Sworn to and subscribed before me this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

\_\_\_\_\_  
SIGNATURE OF APPLICANT

28. I certify that I am the Owner of the property which is the subject of this application, that I have authorized the applicant to make this application and that I agree to be bound by the application, the representations made and the decision in the same manner as if I were the applicant.

[If the owner is a corporation this must be signed by an authorized corporate officer. If the owner is a partnership, this must be signed by a general partner.]

Sworn to and subscribed before me this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

\_\_\_\_\_  
SIGNATURE OF OWNER

29. I understand that the sum of \$\_\_\_\_\_ has been deposited in an escrow account. In accordance with the Ordinance of the City of Absecon, I further understand that the escrow account is established to cover the cost of professional services including engineering, planning, legal and other expenses associated with the review of submitted materials. Sums not utilized in the review process shall be returned. If additional sums are deemed necessary, I understand that I will be notified of the required additional amount and shall add that sum to the escrow account within fifteen (15) days.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF APPLICANT



**CERTIFICATE OF OWNERSHIP OF APPLICANT  
AS REQUIRED BY NEW JERSEY LAW  
(P.L. 1977, CHAPTER 336)**

Listed below are names and addresses of all owners of 10% or more of the stock/interest\* in the undersigned applicant corporation/partnership:

**Name Address**

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

\*Where corporations/partnerships own 10% or more of the stock/interest in the undersigned or in another corporation/partnership so reported, this requirement shall be followed until the names and addresses of the noncorporate stockholders/individual partners exceeding the 10% ownership criterion have been listed.

\_\_\_\_\_  
Signature of Officer/Partner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Applicant Corporation/Partnership



**CITY OF ABSECON  
Municipal Complex  
500 Mill Road  
Absecon, New Jersey 08201**

**PLANNING & ZONING**

**PH. (609) 641-0663 ext. 112  
FAX (609) 645-5098**

Application #: \_\_\_\_\_

Project Name: \_\_\_\_\_

Project Address \_\_\_\_\_

Block # \_\_\_\_\_ Lot # \_\_\_\_\_

**CERTIFICATION OF UNDERSTANDING**

I, \_\_\_\_\_ Applicant, applying to appear before the  
Print Name

Absecon Planning Board, do hereby Certify that I understand that:

- a. The original deposit and subsequent amounts posted into my escrow account may not be adequate to cover invoices presented by the Planning Board Professionals;
- b. If said escrow is depleted, I will be required to post additional funds into the account in accordance with NJS 40:55D-53.2;
- c. Until such additional funds are deposited, all work on the part of the Board professionals will cease until said funds are posted;
- d. In the event that sufficient deposits are not made to the escrow account to cover costs, the City has the authority to file suit to collect any unpaid costs. The Applicant will be responsible for all costs of collection, including reasonable attorney's fees in accordance with §224-195C of the Absecon Developmental Ordinance; and
- e. In the event of a dispute as to any invoice(s) submitted, I, as the applicant, have the option to first apply to the City Council for remediation of the disputed charges. If not resolved to my satisfaction, I have the option of applying to the Atlantic County Construction Board of Appeals in accordance with NJS 40:55D-53.2a.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
date

## **Fees & Escrows**

(224-195)

### **E. Application fees.**

(1) **Minor-subdivision:** \$ 100.00 plus \$ 50.00 per lot.

#### **(2) Major-subdivision:**

(A) **Preliminary:** \$ 200.00 plus \$ 30.00 per lot

(B) **Final:** \$ 100.00 plus \$ 20.00 per lot

#### **(3) Site Plan:**

##### **A. Preliminary:**

[1] **Minor Non-Residential** (new building, structure or addition that is 5,000 Sq. ft. or less requiring 25 parking spaces or less): \$ 100.00 plus \$ 25.00 per 1,000 Sq. ft. or fraction up to 5,000 Sq. ft.

[2] **Residential:** \$ 250.00 plus \$ 25.00 per unit up to 24units: \$ 15.00 per unit thereafter.

[3] **Major Non-Residential** (new building, structure or addition that is 5,001 Sq. ft. or greater requiring 26 parking spaces or more): \$ 300.00 plus \$ 25.00 per 1,000 Sq. ft. or fraction up to 7,500 Sq. ft.; \$ 10.00 per 2,000 Sq. ft. thereafter.

[4] **Minor Non-Residential**, site improvements only, no building or structures, 25 or less existing or proposed parking spaces: \$ 100.00.

[5] **Major Non-Residential**, site improvements only, no buildings or structures, 25 or more existing or proposed parking spaces: \$ 300.00.

##### **B. Final:**

[1] **Non-Residential:** ½ of the preliminary fee.

[2] **Residential:** ½ of the preliminary fee.

[3] **Minor & Major Non-Residential**, site improvements only: ½ of the preliminary fee.

(4) **Conditional use application** (in addition to standard application fee): \$ 300.00

**(5) Variances:**

(A) NJSA 40:55D-70 (c): \$ 100.00 for each variance

(B) NJSA 40:55D-70 (d): \$ 450.00

(C) NJSA 40:55D-70 (a): \$ 150.00

**(6) Miscellaneous Requests:**

(A) Interpretations, NJSA 40:55D-70 (b): \$ 100.00 each meeting

(B) Site Plan Waivers (article XXVIII): \$ 50.00 each meeting

(C) Informal meetings or site plan waiver request before full board: \$ 100.00 @ meeting

(D) Extensions, continuations caused by applicant or special meeting before a full board: \$ 100.00 each meeting

CITY OF ABSECON

ORDINANCE 09-2011

AN ORDINANCE AMENDING THE CODE OF THE CITY OF ABSECON, CHAPTER 224, LAND USE AND DEVELOPMENT, ARTICLE XXVI, SECTION 224-195 FEES & ESCROWS

NOW THEREFORE, BE IT ORDAINED BY THE MUNICIPAL COUNCIL OF THE CITY OF ABSECON CITY, NEW JERSEY that Chapter 224, Article XXVI, Section 224-195, Paragraph 3-C, is amended to include as new;

3. Site Plans

C. Amended Site Plans - 1/2 of regular site plan fee

BE IT FURTHER ORDAINED that Paragraphs F through J are amended as follows:

F. Escrows

1. Minor Subdivision \$2,500

2. Major Subdivision:

A. Preliminary:

- [1] Six or fewer lots \$4,000
- [2] Seven to twenty-four lots \$7,000
- [3] Twenty-five or more lots \$10,000

B. Final

- [1] Six or fewer lots \$2,000
- [2] Seven to twenty-four lots \$3,500
- [3] Twenty-five or more lots \$5,000

3. Site Plans, Preliminary:

(A) Non-residential

1. Minor:

<u>Building size all floors (sq. ft.)</u>	<u>Escrow Amount</u>
Up to 1,000	\$3,000
1,001 to 3,000	\$5,000
3,001 to 5,000	\$7,000

## 2. Major

<u>Building Size all floors (sq. ft.)</u>	<u>Escrow Amount</u>
5,001 to 7,500	\$4,000
7,501 to 15,000	\$6,000
Over 15,000	\$8,000

### (B) Residential

<u>Size (units)</u>	<u>Escrow Amount</u>
Up to 24	\$4,000
24 to 100	\$6,000
Over 100	\$8,000

(C) **Non-Residential**, site improvements only, no buildings or structures, or existing building with no changes:

<u>Lot Size (Sq. ft.)</u>	<u>Escrow Amount</u>
Up to 4,000	\$1,000
4,001 to 12,000	\$2,000
12,001 to 20,000	\$2,500
20,001 to 30,000	\$3,000
30,001 to 60,000	\$4,000
Over 60,000	\$5,000

## 4. Site Plans, Final

### (A) Non-Residential:

- (1) Minor – ½ of preliminary escrow
- (2) Major – ½ of preliminary escrow

5. **Conditional Use:** \$1,000 (in addition to standard escrow fees)

### 6. Variances:

- (A) NJSA 40:55D-70(c): \$1,000
- (B) NJSA 40:55D-70(d) \$5,000

### 7. Miscellaneous Requests:

- (A) NJSA 40:55D-70(a): \$1,000
- (B) NJSA 40:55D-70(b): \$1,000
- (C) Site Plan Waivers - \$500
- (D) Informal Meetings - \$500

(E) Extensions, continuations caused by Applicant or Special Meetings before full board \$700

## 8. AMENDED SITE PLANS

Preliminary      ½ the amount of an original application  
Final              ½ of the preliminary amount

### G. Tax Map Maintenance Fee

The following fees shall be paid by the applicant of a subdivision or site plan that includes a condominium form of ownership as a condition of approval. The fees are intended to offset the cost of the City Engineer to revise the municipal tax maps as a result of the approval of a subdivision and/or site plan that includes a condominium form of ownership. Such maintenance of the municipal tax maps are required by State law.

Fee: \$100 per lot/condo unit up to 20 lots/units  
\$50 per lot/condo unit thereafter

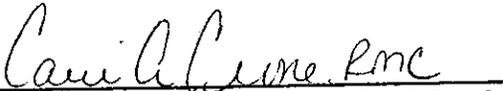
- H. Notice of publication of hearings as required: paid by applicant
- I. Publication of final decision: \$15.00 plus cost of publication
- J. Copies of Expert witness transcripts, transcript of recordings: actual costs

### BE IT FURTHER ORDAINED that:

1. Any Ordinance or parts of ordinances, which are inconsistent with the provisions of this Ordinance, are hereby repealed to the extent of any such inconsistency.
2. This ordinance shall take effect upon final adoption and publication as required by Law.

**DATED: July 7, 2011**

SIGNED:   
Peter C. Elco, Mayor

ATTEST:   
Carie A. Crone, RMC, Municipal Clerk

Passed on first reading at a work and regular meeting of the Municipal Council held on June 16<sup>th</sup>, 2011. Laid over and advertised for public hearing and final adoption on July 7<sup>th</sup>, 2011. Notice is hereby given that the foregoing Ordinance was approved for final adoption by the Municipal Council of the City of Absecon at a work and regular meeting held on July 7, 2011.