

**CITY OF ABSECON PLANNING BOARD  
500 MILL ROAD, ABSECON, NJ 08201  
609-641-0663 EXT. 112**

**SUBMISSION AND REVIEW PROCEDURES FOR  
LAND DEVELOPMENT APPLICATIONS**

Listed below you will find important information regarding requirements for making applications to the Planning Board for approval. Additionally, attached is the appropriate application form with applicable checklists, which must be in full compliance for an application to proceed for review.

THE APPROPRIATE NUMBER OF COPIES OF THE APPLICATION, PLAN, SURVEY OF PROPERTY AND SUPPORTING DOCUMENTS MUST BE SUBMITTED TO THE BOARD SECRETARY. WHEN THE APPLICATION IS DEEMED COMPLETE, THE APPLICANT WILL BE TOLD WHEN IT CAN BE SCHEDULED FOR A MEETING.

THE APPLICATION SUBMISSION PACKAGE MUST BE INDIVIDUALLY PACKAGED IN ACCEPTABLE MAILING FORM, WITH PROPER ADDRESSES AS SHOWN ON ATTACHMENT "B" AND SUFFICIENT POSTAGE AFFIXED. **DO NOT SEAL THE ENVELOPES.**

THE RETURN ADDRESS SHOULD BE:  
ABSECON CITY PLANNING BOARD  
500 MILL ROAD  
ABSECON, NJ 08201

**SEE ATTACHED LIST OF MAILING ADDRESSES: (Attachment B)**

If you have any questions, you can contact Tina in the Planning Board office at 609-641-0663 ext. 112.

## ABSECON CITY PLANNING BOARD

### SUBMISSION AND REVIEW PROCEDURES FOR LAND DEVELOPMENT APPLICATIONS

January 2010, Updated 02/20/19

COMPLETENESS DETERMINATION 45 Days

#### BOARD ACTION AFTER COMPLETENESS:

Minor Subdivision	45 DAYS
Preliminary Major Subdivision	
a. Ten (10) lots or less	45 DAYS
b. More than ten (10) lots	95 DAYS
Final Major Subdivision	45 DAYS
Preliminary Major Site Plan	
a. Ten (10) acres or less	45 DAYS
b. More than ten (10) acres	95 DAYS
Final Major Site Plan	45 DAYS
Variance Relief	120 DAYS
Memorialization of Resolution Approving Application	45 DAYS

**COMPLETENESS DETERMINATION:** Within 45 days of the submission, written notice of the Incomplete or Complete status will be provided to the applicant.

The applicant may request a waiver from the minimum submission requirements of a Land Development Application provided such requests are made in writing with the reason for such a request at the time of submission. Refer to submission checklist(s).

**INCOMPLETE APPLICATION:** If the application has been determined to be Incomplete, the applicant will receive a report indicating the revision and/or additional information needed. When submitting revised plans and/or additional information, the application will be reviewed again by the Board professionals and secretary for Completeness. Within 45 days of the submission, written notice of the Incomplete or Complete status will be provided to the applicant.

**COMPLETE APPLICATION:** Once the application is deemed Complete, it will be placed on the next available Planning Board Regular agenda for action. If the applicant is a Corporation the applicant **MUST** be represented by an Attorney. You will be notified of the meeting dates and **MUST** be present at the meeting(s). The meeting nights are the - **second and fourth Wednesday of the month** held in the Municipal Building, ~~7:00~~ <sup>6:30</sup> PM

**NOTICE OF INITIAL APPROVAL TO APPLICANT:** After formal action by the Board granting initial approval, the secretary to the Board will issue letter informing the applicant of the initial approval with copy to the construction official and the City clerk. The letter will state that the Board action must be memorialized in a Decision & Resolution to be prepared and approved by the Board. The Decision & Resolution will list conditions that must be met prior to construction permits being issued by the construction official.

## **ABSECON CITY PLANNING BOARD**

### **SUBMISSION AND REVIEW PROCEDURES FOR LAND DEVELOPMENT APPLICATIONS**

January 2010, Updated 02/20/19

Once the Decision and Resolution is adopted by the Board, a signed copy will be provided to the applicant with a copy to the construction official and the City clerk. The Decision & Resolution will be accompanied by a letter stating that the enclosed Decision & Resolution is a conditional approval. This letter will state that the actual approval cannot take effect until all conditions of approval have been addressed, and that no permits can be issued until all conditions are met.

**PUBLIC HEARINGS:** Those applications requiring a Public Hearing and having an excessive number of review comments will be TABLED until such time as the Planning Board deems them eligible for Public Hearing. Unless the applicant consents to a WAIVER OF TIME for the Planning Board to act on a Tabled application, the application will be Denied.

Those applications which do not require a Public Hearing shall proceed as outlined above. Every Complete application will be reviewed by the Planning Board and Planning Board Professionals and acted upon.

**CONDITIONAL APPROVAL:** A Resolution memorializing, the Board action shall be approved by the Board within 45 days of the Board action. **ALL APPLICATIONS GRANTED CONDITIONAL APPROVAL MUST COMPLY WITH ALL OF THE CONDITIONS PRIOR TO THE SIGNING OF THE PLANS AND THE ISSUANCE OF ANY PERMITS.**

**EFFECT OF ACTION BY THE BOARD THE EVENING OF THE DECISION TO GRANT APPROVAL:** Prior to the issuance of any construction permits, approval by the Planning Board is required (Absecon Development Ordinance Sec. 224-183). Action taken by the Board the evening of the meeting in which the vote is taken is conditional approval only. The approval cannot take effect until written Decision and Resolution is adopted by the Planning Board and all conditions are met. The following examples of conditions that will be included in the Decision & Resolution granting conditional approval:

**PAYMENT OF TAXES AND FEES:** The approval is conditioned upon payment of all taxes and assessments on the subject property and the payment of all application fees and escrows.

**REQUIREMENTS OF FINAL APPROVAL:** The approval is conditioned upon the review and approval of the Municipal Engineer of an appropriate engineer's estimate for the cost of improvements, such estimate to be submitted by the applicant. Acceptable performance guarantees and inspection escrows must be posted prior to the initiation of construction and an acceptance maintenance guarantee posted upon completion of the improvements. A pre-construction conference with the Engineer is required prior to the initiation of construction; if deemed necessary by the Engineer.

**SATISFACTION OF CONDITIONS:** The applicant will comply with any outstanding conditions of the Planning Board Professionals and will submit any required revised plans or other documents for their review and approval within 45 days of the date of this Resolution. In order to expedite the approval process, all conditions of the Decision & Resolution should be addressed immediately. Plan revisions required by the Planning Board (if any) should be submitted by your design professionals as soon as possible. Section 224-176 of the Absecon Developmental Ordinance requires a performance guaranty for all improvements deemed necessary or appropriate. It is recommended that you have your design professional provide the Planning Board and City Engineer with an estimate of costs of improvements to review at the time a submission for final approval is made (if applicable). Also a draft of the form of performance guaranty should be submitted to the City Attorney at the time of submission of the final application for review. This will allow for the simultaneous review and help expedite the approval process.

## ABSECON CITY PLANNING BOARD

### SUBMISSION AND REVIEW PROCEDURES FOR LAND DEVELOPMENT APPLICATIONS

January 2010, Updated 02/20/19

**NOTICE OF INITIAL APPROVAL TO APPLICANT:** After formal action by the Board granting initial approval, the APPLICANT will be issued a **NOTIFICATION OF CONDITIONAL APPROVAL OF LAND DEVELOPMENT APPLICATION** informing the applicant of the initial approval with copy to the construction official and the City Clerk. The letter will state that the Board action must be memorialized in a Decision & Resolution to be prepared and approved by the Board. The Decision & Resolution will list conditions that must be met prior to construction permits being issued by the construction official.

Once the Decision and Resolution is adopted by the Board, a signed copy will be provided to the applicant with a copy to the Construction Official and the City Clerk. The Decision & Resolution will be accompanied by a letter stating that the enclosed Decision & Resolution is a conditional approval. This letter will state that the actual approval cannot take effect until all conditions of approval have been addressed, and that no permits can be issued until all conditions are met.

The Board Professionals will review revised plans and documents for compliance with the conditions of approval. After all conditions have been addressed to the satisfaction of the Board professionals, a **Prior Approvals Checklist** will be issued and a **Certificate of Approval** will be issued by the City Clerk in accordance with Section 224-185 of the Absecon Development Ordinance. The Construction Official may start review of your construction documents prior to the issuance of the certificate of approval. However, a construction permit cannot be issued until you obtain a sign-off from the Planner that the plans submitted for construction are consistent with the plans as approved by the Planning Board and you obtain certificate of approval. Because the construction official requires time to review the construction documents, it is recommended that you submit your construction documents as soon as possible. If you have any questions about this process, you can call the Board secretary at 641-0663, Ex.112.

## **ATTACHMENT "B" PLANNING BOARD MEMBERS AND PROFESSIONALS MAILING ADDRESSES**

JOHN ALELI  
407 Cynwyd Drive  
Absecon, N.J. 08201  
Home: 609-380-2908  
Term: 1/1/23 to 12/31/26

KIM HORTON, MAYOR  
1003 Plaza Place  
Absecon, N.J. 08201  
Home: 609-641-6150

MICHELE KIRK  
105 Hobart Avenue  
Absecon, N.J. 08201  
Home: 609-226-8113  
Term: 1/1/23 to 12/31/26

JESSICA THOMPSON, MUNICIPAL OFFICIAL  
602 Highland Boulevard  
Absecon, NJ 08201  
Phone: 641-0663 ext. 103  
Term: 1/1/2023 to 12/31/23

BETTY HOWELL, ALT. II  
1007 Spring Lane  
Absecon, NJ 08201  
Phone: 609-646-9234  
Term: 1/1/2024 to 12/31/25

NICK TIBERIO  
201 Alameda Ave.  
Absecon, N.J. 08201  
Phone: 610-724-9368  
Term: 1/1/22 to 12/31/25

HOLLY GERSH  
231 Coolidge Avenue  
Absecon, NJ 08201  
Phone: 609-892-0663  
Term: 1/1/21 to 12/31/24

Tina Lawler, Secretary, Planning Board  
500 Mill Road  
Absecon, NJ 08201  
641-0663 ext. 112

LOU STRUGALA, ALT I  
200 St. Charles  
Absecon, N.J. 08201  
Phone: 732-500-8489  
Term: 1/1/23 to 12/31/24

DEBORAH REILLY  
444 4th Street  
Absecon, N.J. 08201  
Home: 609-645-5151  
Term: 1/1/21 to 12/31/24

CHRISTINE PARKER, COUNCIL REP  
4 Arc Court  
Absecon, N.J. 08201  
Phone: 609-641-3150

ROBERT PRESTON, CHAIR  
601 Sooy Lane  
Absecon, NJ 08201  
Home: 407-9599  
Term: 1/1/22 to 12/31/25

JOE MCGROARTY, SOLICITOR  
747 Shore Road  
Linwood, NJ 08221  
609-927-0015

ANDY PREVITI, P.E.  
500 Scarborough Drive – Suite 108  
Egg Harbor Township, NJ 08234  
Office 609-910-4068 ext. 9903

CHRIS DOCHNEY, PLANNER  
CME Associates  
One Market Street  
Suite 1F  
Camden, NJ 08102  
Phone: 732-410-2651 - ext. 1324

Instructions for distributions of Applications, plans and supplemental information:

The following quantity of documents must be provided:

<u>Item</u>	<u>Copies</u>
Development Applications	18
Supporting Documents	18
Site Plans and/or Major Subdivision Plans	18
Minor Subdivision Plans	15(1)
Storm Water Management Calculations	3 (2)
Traffic Study	16(3)
Environmental Impact Statement (EIS)	15(1)

The application submission package must be individually packaged in acceptable mailing form with the proper postage, with addresses listed above and return address: "Absecon Planning Board, 500 Mill Road, Absecon, NJ 08201". **DO NOT SEAL ENVELOPES.**

- (1) Only 15 copies of Minor Subdivision and EIS required.
- (2) Only 3 copies of Stormwater Calcs, required, 2-Board Secretary, 1 Board Engineer.
- (3) Only 16 copies of Traffic Study.

**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 (21) 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 \_\_\_\_\_

**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):**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone \_\_\_\_\_

**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\_\_\_\_\_  
TelephoneNumber\_\_\_\_\_ FAX #\_\_\_\_\_

7. Applicant's Engineer\_\_\_\_\_  
Address\_\_\_\_\_  
TelephoneNumber\_\_\_\_\_ FAX #\_\_\_\_\_

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

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

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 #\_\_\_\_\_ FAX Number\_\_\_\_\_

**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 that 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	_____	_____	_____
Atlantic City Electric Co.	_____	_____	_____
South Jersey Gas Co.	_____	_____	_____
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
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Attorney	_____
Engineer	_____
Planner	_____

## 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 24 units; \$ 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 - ½ 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.