

TOWNSHIP OF CRANBURY
23-A North Main Street
Cranbury, New Jersey 08512
Phone (609) 664-3122
Fax (609) 664-3146
rtillou@cranbury-nj.com

The application, with supporting documentation including two (2) separate checks for the application and escrow fees, must be delivered (COLATED) & filed with the Planning/Zoning Administrative Officer and Board Professionals for review at which time the application will be considered for completeness. Please keep in mind the Development Review Committee is an option for concept review and/or minor site plan/minor subdivision applications for approval. A minor site plan/minor subdivision application will have to notice with the Development Review Committee.

SUBJECT PROPERTY

Location: _____

Tax Map: Page _____ Block _____ Lot(s) _____ Zoning District _____
 Page _____ Block _____ Lot(s) _____ Zoning District _____

Dimensions: Frontage _____ Depth _____ Total Area _____ (specify whether Acres or SF)

APPLICANT

Applicant's Name: _____

Firm's Name: _____

Address: _____

City, State, Zip: _____

Telephone Number: _____

Fax Number: _____

E-Mail Address: _____

Applicant is a: ☐ Corporation (submit Disclosure Statement)
 ☐ Partnership (submit Disclosure Statement)
 ☐ Individual

OWNER

Owner's Name: _____

Firm's Name: _____

Address: _____

City, State, Zip: _____

Telephone Number: _____

Fax Number: _____

E-Mail Address: _____

CONTEMPLATED FORM OF OWNERSHIP:
(CHECK ALL THAT APPLY)

- ☐ Fee Simple
- ☐ Condominium
- ☐ Cooperative
- ☐ Rental

PLEASE FILL OUT THE FOLLOWING CONTACT INFORMATION COMPLETELY
APPLICANT'S ATTORNEY

Name: _____
Firm Name: _____
Field of Expertise: _____
Address: _____
Telephone Number: _____
FAX Number: _____
Email: _____

APPLICANT'S ENGINEER

Name: _____
Firm Name: _____
Field of Expertise: _____
Address: _____
Telephone
Number: _____
FAX
Number: _____
Email: _____

APPLICANT'S PLANNER

Name: _____
Firm Name: _____
Field of Expertise: _____
Address: _____
Telephone
Number: _____
FAX
Number: _____
Email: _____

TRAFFIC ENGINEER

Name: _____
Firm Name: _____
Field of Expertise: _____
Address: _____
Telephone Number: _____
FAX Number: _____
Email: _____

List any other expert who will submit a report or who will testify for the applicant: [attach additional sheets as may be necessary]

APPLICATION REPRESENTS A REQUEST FOR THE FOLLOWING:
(CHECK ALL THAT APPLY)

SUBDIVISION:

- ☐ Minor Subdivision Approval
- ☐ Subdivision Approval (Preliminary)
- ☐ Subdivision Approval (Final)

SITE PLAN:

- ☐ Minor Site Plan Approval
 - ☐ Preliminary Site Plan Approval [Phases (if applicable) ____]
 - ☐ Final Site Plan Approval [Phases (if applicable) ____]
 - ☐ Amendment or Revision to an approved Preliminary and/or Final Site Plan
 - ☐ Request for waiver from Site Plan Review and Approval (if applicable) (attach sheets*)
 - ☐ Informal / Conceptual Review (Optional)
 - ☐ Appeal decision of an Administrative Officer [N.J.S.A. 40:55D-70a]
 - ☐ Map or Ordinance Interpretation of Special Question [N.J.S.A. 40:55D-70b]
 - ☐ Variance Relief (hardship) [N.J.S.A. 40:55D-70c(I)]*
 - ☐ Variance Relief (use) [N.J.S.A. 40:55D-70(2)]*
 - ☐ Conditional Use Approval [N.J.S.A. 40:55D-67]*
 - ☐ Exceptions to the Residential Site Improvement Standards (RSIS, N.J.A.C. 5:21-3.1) are requested.*
 - ☐ Waivers from the RSIS (N.J.A.C. 5:21-3.2) are requested. [Such waivers require application to and approval of the N.J. Site Improvement Advisory Board.]*
 - ☐ Direct issuance of a permit for a structure in bed of a mapped street, public drainage way or flood control basin.[N.J.S.A. 40:55D-34]
 - ☐ Direct issuance of a permit for a lot lacking street frontage. [N.J.S.A. 40:55D-35]
- * NOTE: If any of the above * are required, attached hereto separate exhibit(s) for each category of relief sought, stating factual basis, legal theory and whether they have been previously granted.**

PROPERTY INFORMATION

Restrictions, covenants, easements, association proposed on the property:

Yes [attach copies] _____ No _____ Proposed _____

NOTE: All deed restriction, covenants, easements, association by-laws, existing and proposed must be submitted for review.

1. Section(s) of Ordinance from which a variance is requested: [attach Zoning Officer violation notice, if applicable]
2. Waivers Requested of Development Standards and/or Submission Requirements: [additional pages as needed]
3. **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]**
4. Is a public water line available? Yes / No
5. Is public sanitary sewer available? Yes / No
6. Does the application propose a well or septic system? Yes / No
7. Have any proposed new lots been reviewed by the Tax Assessor to determine appropriate block and lot(s) numbers?
8. Are any off-tract improvements required or proposed?
9. Is the subdivision to be filed by Deed or Plat?

10. Other approvals which may be required:

	YES	NO
Middlesex County Health Department		
Middlesex County Planning Board		
Middlesex Mosquito Control (all retention/detention basin, stormwater facilities, etc.)		
Freehold Soil Conservation District		
NJ Department of Environmental Protection		
Sewer Extension Permit		
Stream Encroachment Permit		
Wetlands Permit		
Potable Water Construction Permit (N.J. American Water Company)		
NJ Department of Transportation		
NJ Turnpike Authority		
Public Service Electric & Gas Company		
Historic Preservation Commission (within Historic District & 200-ft surrounding area)		
Cranbury Township Environmental Commission		

11. Include Certification from the Tax Collector that all taxes due on the subject property have been paid.
12. List of Maps, Reports and other materials accompanying application (attach additional pages as required for complete listing).

It is the responsibility of the applicant to mail or deliver copies of the application form and all supporting documents to the members of the professional staff [Engineer, Planning Consultant, Attorney, Traffic Consultant for the Board] to which the application is submitted for their review. The professional staff in accordance with the suggested deadline submission of ten (10) business days prior to date of meeting, must receive the documentation prior to the Planning/Zoning Board meeting at which the application is to be considered for completeness, otherwise the application will be deemed incomplete.

APPEAL ALEGING ERROR IN ADMINISTRATIVE DECISION

1. Appeal is hereby made from the action of the _____ taken on _____, Based on or made in the enforcement of the Zoning Ordinance: (state action appealed from)
2. The following section of the Zoning Ordinance and State Statutes are involved:
3. Applicant is aggrieved or affected by said action and alleges that same is in error on the following grounds: (set forth legal and factual argument indicating error).

REQUEST FOR INTERPRETATION OF ZONING REGULATIONS MAP

1. Request is hereby made for an interpretation of the following provision of the Zoning Ordinance and/or Map in their application to the following case: (state facts of case, parts of Zoning Ordinance involved, and questioned propounded)

SOIL DISTURBANCE

§ 150-62. Soil disturbance.

No soil disturbance shall be permitted, and no earth shall be moved on or off a site, regardless of the time span to accomplish such activity. However, nothing in this subsection shall be construed to prevent any owner, otherwise eligible in accordance with law, from excavating or cutting, stripping or otherwise disturbing lands or soil for the following purposes:

- A. Construction uses and modifications of a one-family dwelling and its normal accessory and appurtenant uses.
 - B. Gardening for noncommercial purposes.
 - C. Commercial, agricultural or horticultural use when in accordance with accepted farm agricultural practices, approved by the Freehold Soil Conservation District.
 - D. Excavation or cutting, stripping or other land or soil disturbance, other than removal from the site, necessary for the construction or reconstruction of curbs, sidewalks, private residential driveways, drainage systems, sewage disposal systems, swimming pools and other utility service connections, provided that all other Township, County, State and district approvals have been received.
 - E. Installation, removal, replacement or maintenance of landscaping, including trees, shrubs, flowers and cover, where the existing land contours are not changed by more than one foot.
 - F. Subdivision or site plans where the Board has approved the proposed soil disturbance and earthwork balance.
1. Accompanying the application for major soil permit shall be eight (8) copies of a topographical map at a scale of not less than 1"= 50' and showing contour intervals at five (5) feet for grades of ten percent or greater, and contour intervals at two (2) feet for grades of less than ten percent. The map shall be prepared and certified by a New Jersey licensed engineer and shall show:
- a. The present grades on a 100-foot grid layout.
 - b. The proposed grades a said point when the work has been completed.
 - c. The quantity, in cubic yards, of soil involved in the work.
 - d. The grades of all abutting streets and lots.
 - e. Proposed slopes and lateral supports.
 - f. Present and proposed surface-water drainage.
 - g. All areas within 100 feet of that portion of the property which will be involved in the soil mining activities, including trees and wooded therein.
 - h. Such other pertinent data as the Board may hereafter by resolution require.

2. What is the purpose for moving the soil?

- ☐ To grade land by moving soil within the property lines.
- ☐ To grade land by removing soil outside property lines.
- ☐ To grade land by filling in.
- ☐ Other (specify):

3. Kind of soil to be removed:

_____	Topsoil	_____	Cubic yards
_____	Subsoil	_____	Cubic yards
_____	Sand	_____	Cubic yards
_____	Gravel	_____	Cubic yards
_____	Other	_____	Cubic yards

SOIL DISTURBANCE (Part 2)

4. Total quantity of soil to be removed: _____ Cubic yards
5. In case of removal, the address to where the soil is going.
6. Date proposed work will be completed: _____
7. Provide name and address of the excavator, contractor or the person having express charge, supervision and control of the proposed excavation work.
8. Provide name and address of the person to have control of the operation of hauling away the excavated material.
9. Number, capacity, type and description of each piece of equipment to be used in the operation and the number of truck loads to be removed.
10. The routes over which the material will be transported and the method of traffic control.
11. Method of abating noise and dust in the operation.
12. Mean of assuring lateral support and preventing erosion, floods, the washing of silt into streams.
13. The means of protection downstream properties from the effects of the operation.
14. Any importation of soil shall be in accordance with the certification of Clean Fill Material being from virgin source or testing be provided for certification of the material prior to any importing.

APPLICATION FOR BULK VARIANCE

1. Application is hereby made for a variance from the strict application of the following provision of the Zoning Ordinance: (specify parts of ordinance involved).

2. Applicant requests a variance to the following extent: (set forth specific variances requested).

3. The strict application of said provisions would result in: (complete one or both of the following in detail).
 - A. The following peculiar and exceptional practical difficulties:

 - B. The following exceptional and undue hardship:

4. Said difficulties or hardship are by reason of:

5. Said reasons are unique and peculiar to the lands or buildings for which the variance is sought and do not apply generally to land or buildings in the neighborhood, because:

6. The requested variance is the minimum reasonable needed, because:

APPLICATION FOR A USE VARIANCE

1. Application is hereby made for the granting of a variance from the Zoning Ordinance to allow the following structures or uses:
2. Said structures or uses are proposed to be located in _____ Zoning District which is restricted against same by the following provision of the Zoning Ordinance.
3. The application is based upon the following special reasons:
4. Said reasons are unique and peculiar to the lands or buildings for which the variance is sought and do not apply generally to land or buildings in the neighborhood, because:
5. The strict application of the regulations prohibiting said structure or use would deprive applicant of the reasonable use of the lands or buildings involved, because:
6. The requested variance is the minimum reasonable needed, because:

CERTIFICATION OF APPLICANT

I certify that the foregoing statements and the materials submitted, and the materials submitted are true. I further certify that I am the individual applicant or that I am the 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, a general partner must sign this.]

DATE: _____

SIGNATURE OF APPLICANT

PRINT NAME AND TITLE

Sworn to and subscribed before me this

_____ day of _____, _____(year)

(NOTARY PUBLIC)

CERTIFICATION OF PROPERTY OWNER

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, that 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, a general partner must sign this.]

DATE: _____

SIGNATURE OF OWNER

PRINT NAME AND TITLE

Sworn to and subscribed before me this

_____ day of _____, _____(year)

(NOTARY PUBLIC)

CERTIFICATION OF AUTHORIZATION

(If anyone other than property owner is making the application, the following must be executed)

_____ is hereby authorized to make the within application.
(Name of Applicant)

DATE:

SIGNATURE OF PROPERTY OWNER

PRINT NAME AND TITLE

Sworn to and subscribed before me this

_____ day of _____, _____ (year)

(NOTARY PUBLIC)

CERTIFICATION OF ESCROW

I understand that the sum of \$_____ has been deposited in an escrow account in accordance with the Ordinances of the Township of Cranbury. I further understand that the escrow account is established to cover the cost of professional service including engineering, planning, legal and other expenses associated the review of submitted materials and the publication of the decision by the Board. 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 that shall add the sum of the escrow account within fifteen [15} days.

[Please be sure to attach a copy of W-9 Form with an original signature]

DATE:

SIGNATURE

PRINT NAME AND TITLE

Sworn to and subscribed before me this

_____ day of _____, _____ (year)

(NOTARY PUBLIC)

DISCLOSURE STATEMENT

Pursuant to N.J.S.A. 40:55D-48.1, the names and addresses of all persons owning 10% of the stock in a corporate applicant or Partnership which owns more than 10% interest in the applicant followed up the chain of ownership until the names and addresses of the mom-corporate stockholders and partners exceeding the 10% been disclosed.

**CERTIFICATION OF OWNERSHIP OF APPLICANT
AS REQUIRED BY THE NEW JERSEY LAW
(P.L. 997, Chapter 336)**

NAME

ADDRESS

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

Signature of Officer/Partner

DATE: _____

Name of Applicant Corporation/Partnership

CONSENT TO ENTRY

The undersigned property owner hereby consents to the entry onto the property known as Block ____, Lot ____, on the Tax Map of the Township of Cranbury by members of the Township of Cranbury _____ board to perform an inspection(s) of the property, at reasonable times, in combination with the application for a bulk variance, use variance, site plan or subdivision which has been submitted herewith.

This consent permits entry onto the property only by the above-mentioned Board Members for the purpose of conducting visual inspection during the pendency of the aforesaid application. This right of entry is limited to entry onto the subject property only by those persons who hold the designated position listed herein.

DATE: _____

Property Owner

TO: **CRANBURY TOWNSHIP ASSESSOR TAX COLLECTOR'S OFFICE**

FROM: _____

DATE: _____

SUBJECT: **CERTIFIED LIST REQUEST**

Request is hereby made for certified list of names and addresses of all property owners within a 200-ft radius of Block(s) _____, Lot(s) _____ on Sheet _____ of the Cranbury Township Tax Map.

I understand that the attached list of utility companies will also need to be notified.

Understand that upon application of said certified lists, payment in the amount of twenty-five cents (.25) per name or ten dollars (\$10.00), whichever is greater, must be rendered.

(Signature)

PRINT FULL NAME: _____

ADDRESS: _____

FAX NUMBER: _____

TELEPHONE NUMBER: _____

E-MAIL ADDRESS: _____

Fax or mail above request to:

ENVIRONMENTAL IMPACT ASSESSMENT CHECKLIST

Applicant: _____ Address: _____

Site location: _____

Date: _____ Completed by Applicant: _____ Yes / No

Key: (X) Complete

(NA) Not Applicable

(W) Request Waiver

All preliminary major subdivision and/or preliminary major site plan applications shall be accompanied by an environmental impact assessment. All applications for Phase I preliminary approval of a planned development shall include an environmental impact assessment detailed only to the extent required by elements of the plan.

☐ **Description of proposed project – purpose & scope, benefits to public:**

- ☐ Site suitability for proposed use
- ☐ Facilities to be constructed and intended use(s)
- ☐ Resident, working & visitor populations(s)
- ☐ Master Plan compatibility statement
- ☐ Description of environmental conditions to include:
- ☐ Description of each soil type
- ☐ Percolation data, if applicable
- ☐ Soils with moderate or severe limitations
- ☐ Topographic conditions
- ☐ Description & map of existing vegetation
- ☐ Major vegetative groups
- ☐ Woodlands ☐ Open Field ☐ Wetlands
- ☐ Trees greater than 6" in diameter
- ☐ Forest types indicated
- ☐ Identify/describe unique wildlife habitats
- ☐ Subsurface water conditions
- ☐ Water quality
- ☐ Water supply capabilities
- ☐ Depth to groundwater
- ☐ Existing air quality analysis
- ☐ Existing noise levels
- ☐ Map/describe distinctive scenic and/or historic features
- ☐ Existing features description, to include roads, housing, accessory structures, & utility lines
- ☐ Screening & landscaping
- ☐ Licenses, permits & other approvals required by law
- Approvals granted & pending (copies attached)
- ☐ Environmental assessment documentation

☐ **Negative & positive impacts during & after construction, to include:**

- ☐ Soil erosion & sedimentation
- ☐ Flooding & floodplain disruption
- ☐ Degradation of surface water quality
- ☐ Groundwater pollution
- ☐ Reduction of groundwater capabilities
- ☐ Sewage disposal
- ☐ Solid waste disposal
- ☐ Vegetation destruction
- ☐ Disruption of wildlife habitats
- ☐ Destruction or degradation of scenic & historic features
- ☐ Air quality degradation
- ☐ Noise levels
- ☐ Energy utilization

☐ **Environmental performance controls, to include:**

- ☐ Drainage plans, including soil erosion & sedimentation controls
- ☐ Sewage disposal techniques
- ☐ Water supply & water conservation proposals
- ☐ Energy conservation measures
- ☐ Noise reduction techniques
- ☐ Solid Waste & Recycling Management Plan
(Twp Code, Chapter 120, Recycling)

☐ **Location, depth, capacity, & quality of existing wells & wells within 500 ft. of site**

COMMUNITY IMPACT ASSESSMENT CHECKLIST

Address: _____

Applicant: _____

Site location: _____

Date: _____ Completed by Applicant: _____ Yes / No

Key: (X) Complete

(NA) Not Applicable

(W) Request Waiver

All applications for preliminary major subdivision or site plan approval for projects on a site of 50 acres or more or involving not less than 100 dwelling units or 250,000 square feet of non-residential floor space shall be accompanied by a community impact assessment.

- ☐ People added to municipal population according to the following age groups:
 - ☐ Pre-school-aged children, ☐ school-aged children, ☐ adults of childbearing age, ☐ middle-aged adults,
 - ☐ persons of retirement age
- ☐ Total pupils added to student population
- ☐ Anticipated school operating & capital improvement costs
- ☐ Adequacy of existing facilities, to include:
 - ☐ Public water facilities, ☐ public sewerage facilities, ☐ recreational facilities, ☐ library facilities
- ☐ Adequacy of public service, to include:
 - ☐ Police protection, ☐ fire protection, ☐ solid waste disposal, ☐ street maintenance services
- ☐ Utility construction & design approvals
- ☐ Anticipated traffic volumes
- ☐ Capacity of existing & proposed roadways
- ☐ Traffic volume impacts from other developments
- ☐ Existing & anticipated road network problems spots:
 - ☐ Unsafe intersections, ☐ turns, ☐ grades
- ☐ Anticipated project revenues & costs, shown for:
 - ☐ Municipality, ☐ school system, ☐ County

**CRANBURY TOWNSHIP
APPLICATION CHECKLIST**

The following checklist was designed to assist applicants in preparing plans for review. Applicants should check off each item to ensure that is included on the plans. Utility plans, landscaping plans, architectural elevations, etc., may be shown on separate sheets. It is necessary to adhere to the requirements of the TECHNICAL STANDARDS ORDINANCE as well as to the requirements of the applicable zoning district. **ITEMS OMITTED CONSTITUTE AN INCOMPLETE APPLICATION AND MAY DELAY CONSIDERATION BY THE BOARD AND ARE SUBJECT TO AN ADDITIONAL APPLICATION FEE PER SECTIONS 76-3.C AND 76-4.B (3). THE APPLICATION MUST INCLUDE REASONS IN WRITING FOR REQUESTED WAIVERS.** All plans submitted to the Board shall be signed and sealed by a N.J.P.L.S., N.J.P.E., N.J.P.P., N.J.R.A. or N.J.C.L.A. as required and folded into eighths with title block revealed.

Concept Plan*	Minor Subdivision	Minor Site Plan	Major Preliminary Subdivision	Major Preliminary Site Plan	Major Final Subdivision	Major Final Site Plan	ITEM DESCRIPTION	STATUS	Applicant's Mark
✓	✓	✓	✓	✓	✓	✓	1. Name, address, and telephone number of owner and applicant.	Complies	
								Not Applicable	
								Waiver Requested	
✓	✓	✓	✓	✓	✓	✓	2. Name, signature, license number. Address and telephone number of engineer, land surveyor, architect, professional planner, and/or landscape architect, as applicable, responsible for preparation of plat.	Complies	
								Not Applicable	
								Waiver Requested	
✓	✓	✓	✓	✓	✓	✓	3. Title block denoting name of project, type of application, tax map sheet, county, name of municipality, block and lot, and street location.	Complies	
								Not Applicable	
								Waiver Requested	
✓	✓	✓	✓	✓	✓	✓	4. A key map at not more than 1" 1000' showing location of tract with reference to surrounding properties, streets, zone lines and municipal boundaries within 500 feet.	Complies	
								Not Applicable	
								Waiver Requested	
✓	✓	✓	✓	✓	✓	✓	5. A schedule of required and provided zone district(s) requirements including lot area, width, depth, yard setbacks, building coverage, floor area ratio, open space, and parking.	Complies	
								Not Applicable	
								Waiver Requested	
✓	✓	✓	✓	✓	✓	✓	6. North arrow and scale of: 1" = 50' for tracts up to 40 acres; 1" = 100' for tracts greater than 40 acres	Complies	
								Not Applicable	
								Waiver Requested	
✓	✓	✓	✓	✓	✓	✓	7. Authorized affidavit of ownership.	Complies	
								Not Applicable	
								Waiver Requested	
✓	✓	✓	✓		✓	✓	8. Acreage of tract to the nearest tenth of an acre	Complies	
								Not Applicable	
								Waiver Requested	
✓	✓	✓	✓	✓	✓	✓	9. Size and general location of any existing or proposed structures with all Setbacks dimensioned.	Complies	
								Not Applicable	
								Waiver Requested	

Concept Plan*	Minor Subdivision	Minor Site Plan	Major Preliminary Subdivision	Major Preliminary Site Plan	Major Final Subdivision	Major Final Site Plan	ITEM DESCRIPTION	STATUS	Applicant's Mark
✓	✓	✓	✓	✓	✓	✓	10. General location and dimension of any existing or proposed streets	Complies	
								Not Applicable	
								Waiver Requested	
✓							11. Approximate location of all proposed lot lines and area of lots in square feet.	Complies	
								Not Applicable	
								Waiver Requested	
✓	✓	✓	✓	✓	✓	✓	12. Location and acreage of any existing or proposed easement or land reserved for or dedicated to public or utility use.	Complies	
								Not Applicable	
								Waiver Requested	
✓	✓	✓	✓	✓	✓	✓	13. List of variances required or requested	Complies	
								Not Applicable	
								Waiver Requested	
✓	✓	✓	✓	✓	✓	✓	14. Payment of application fees and escrow fees.	Complies	
								Not Applicable	
								Waiver Requested	
✓	✓	✓	✓	✓	✓	✓	15. All existing water courses, flood plains, floodway and flood fringe areas, wetlands, marshes, ponds and land subject to flooding on the site and within 200 feet of the site.	Complies	
								Not Applicable	
								Waiver Requested	
			✓	✓	✓	✓	16. Development Stages or staging plans.	Complies	
								Not Applicable	
								Waiver Requested	
✓	✓	✓	✓	✓	✓	✓	17. Existing streets, rights-of-way and/or easements on and within 200 feet of tract.	Complies	
								Not Applicable	
								Waiver Requested	
✓	✓	✓	✓	✓	✓	✓	18. Architectural or historic significance of any existing buildings to remain or to be removed.	Complies	
								Not Applicable	
								Waiver Requested	
✓	✓	✓	✓	✓	✓	✓	19. Compliance with all Master Plan proposals affecting the development	Complies	
								Not Applicable	
								Waiver Requested	
✓	✓	✓	✓	✓	✓	✓	20. Additional road right of-way as specified in Township Master Plan or Official Map.	Complies	
								Not Applicable	
								Waiver Requested	
✓	✓	✓					21. Topographical features of subject property from best available public source.	Complies	
								Not Applicable	
								Waiver Requested	
✓	✓	✓	✓	✓	✓	✓	22. Boundary, limits, nature and general extent of wooded areas, specimen trees and other significant physical features.	Complies	
								Not Applicable	
								Waiver Requested	

Concept Plan*	Minor Subdivision	Minor Site Plan	Major Preliminary Subdivision	Major Preliminary Site Plan	Major Final Subdivision	Major Final Site Plan	ITEM DESCRIPTION	STATUS	Applicant's Mark
✓	✓	✓	✓	✓	✓	✓	23. General soil types	Complies	
								Not Applicable	
								Waiver Requested	
✓		✓	✓	✓	✓	✓	24. Parking plan showing spaces, size and type, aisle width, curb cuts, drives, driveways, and all ingress and egress areas and dimensions.	Complies	
								Not Applicable	
								Waiver Requested	
	✓	✓	✓	✓	✓	✓	25. Proof that taxes are current.	Complies	
								Not Applicable	
								Waiver Requested	
	✓	✓	✓	✓	✓	✓	26. Signature blocks for Chairman, Secretary, and Municipal Engineer.	Complies	
								Not Applicable	
								Waiver Requested	
	✓		✓		✓		27. Appropriate certification blocks as required by the Map Filing Law.	Complies	
								Not Applicable	
								Waiver Requested	
	✓				✓		28. Monumentation as specified by the Map Filing Law	Complies	
								Not Applicable	
								Waiver Requested	
	✓	✓	✓	✓	✓	✓	29. Source and date of current property survey	Complies	
								Not Applicable	
								Waiver Requested	
	✓		✓		✓		30. One (1) of four (4) standardized sheets: 30" x 42", 24" x 36", 15" x 21", 8.5" x 13".	Complies	
								Not Applicable	
								Waiver Requested	
	✓			✓	✓	✓	31. Metes and bounds description showing dimensions, bearings, curve data, length of tangents, radii, arcs, chords and central angles for all centerlines and rights-of-way, and centerline curves on streets.	Complies	
								Not Applicable	
								Waiver Requested	
	✓	✓	✓	✓	✓	✓	32. Revision box showing date of original and all revisions.	Complies	
								Not Applicable	
								Waiver Requested	
	✓	✓	✓	✓	✓	✓	33. All proposed lot lines and area of lots in square feet.	Complies	
								Not Applicable	
								Waiver Requested	
	✓	✓	✓		✓		34. Building envelopes with front/rear, side yard setback lines dimensioned for newly proposed and existing lots.	Complies	
								Not Applicable	
								Waiver Requested	
	✓	✓	✓	✓	✓	✓	35. Copy and/or delineation of any existing or proposed deed restrictions or covenants.	Complies	
								Not Applicable	
								Waiver Requested	

Concept Plan*	Minor Subdivision	Minor Site Plan	Major Preliminary Subdivision	Major Preliminary Site Plan	Major Final Subdivision	Major Final Site Plan	ITEM DESCRIPTION	STATUS	Applicant's Mark
	✓	✓	✓	✓	✓	✓	36. Location and acreage of any existing or proposed easement or land reserved for or dedicated to public or utility use.	Complies	
								Not Applicable	
								Waiver Requested	
	✓	✓			✓	✓	37. List of required regulatory approvals or permits.	Complies	
								Not Applicable	
								Waiver Requested	
	✓	✓	✓	✓	✓	✓	38. Requested or obtained design waivers.	Complies	
								Not Applicable	
								Waiver Requested	
	✓	✓	✓	✓	✓	✓	39. Names, block and lot numbers and addresses of property owners and lot lines of all parcels within 200 feet identified on most recent tax map sheet.	Complies	
								Not Applicable	
								Waiver Requested	
	✓	✓	✓	✓	✓	✓	40. Drainage calculations.	Complies	
								Not Applicable	
								Waiver Requested	
	✓	✓	✓	✓	✓	✓	41. Percolation tests and soil lot test results in area of proposed building at a minimum of 2-ft below detention basin floor elevations.	Complies	
								Not Applicable	
								Waiver Requested	
	✓				✓		42. New block and lot numbers confirmed with local assessor	Complies	
								Not Applicable	
								Waiver Requested	
	✓	✓	✓	✓		✓	43. Sight triangles	Complies	
								Not Applicable	
								Waiver Requested	
		✓	✓	✓	✓	✓	44. Proposed utility infrastructure plans, including disposal of sanitary sewerage, water and storm water management, Telephone, electric and cable TV may be shown by footnote.	Complies	
								Not Applicable	
								Waiver Requested	
		✓	✓	✓	✓	✓	45. Soil Erosion and Sediment Control Plan, if soil disturbance exceeds 5,000 square feet.	Complies	
								Not Applicable	
								Waiver Requested	
		✓	✓	✓	✓	✓	46. Spot and finished elevations at all property corners.	Complies	
								Not Applicable	
								Waiver Requested	
		✓	✓	✓	✓	✓	47. Lighting plan and details	Complies	
								Not Applicable	
								Waiver Requested	
		✓		✓		✓	48. Landscape plan and details	Complies	
								Not Applicable	
								Waiver Requested	

Concept Plan*	Minor Subdivision	Minor Site Plan	Major Preliminary Subdivision	Major Preliminary Site Plan	Major Final Subdivision	Major Final Site Plan	ITEM DESCRIPTION	STATUS	Applicant's Mark
		✓		✓		✓	49. Solid Waste and Recycling Management Plan	Complies	
								Not Applicable	
								Waiver Requested	
		✓	✓	✓	✓	✓	50. Site identification signs, traffic control signs and directional signs	Complies	
								Not Applicable	
								Waiver Requested	
		✓		✓		✓	51. Preliminary architectural plan and elevations.	Complies	
								Not Applicable	
								Waiver Requested	
			✓	✓	✓	✓	52. Construction details, as required by ordinance	Complies	
								Not Applicable	
								Waiver Requested	
			✓	✓		✓	53. Road and underground utility cross-sections and profiles	Complies	
								Not Applicable	
								Waiver Requested	
			✓	✓			54. Traffic Impact Statement	Complies	
								Not Applicable	
								Waiver Requested	
			✓	✓	✓	✓	55. Existing and proposed contour intervals based on U.S.C. and G.S. datum. Contours to extend at least 200 feet beyond subject property' as follows: Up to 3% grade = 1 foot, 3% + grade = 2 feet.	Complies	
								Not Applicable	
								Waiver Requested	
			✓	✓	✓	✓	56. Existing system of drainage of subject site.	Complies	
								Not Applicable	
								Waiver Requested	
			✓	✓	✓	✓	57. Proposed street names and street address numbers confirmed with the Township Engineer.	Complies	
								Not Applicable	
								Waiver Requested	
			✓	✓	✓	✓	58. Drainage Area Map.	Complies	
								Not Applicable	
								Waiver Requested	
				✓			59. Environmental Impact Statement.	Complies	
								Not Applicable	
								Waiver Requested	
	✓	✓	✓	✓	✓	✓	60. Add earthwork calculations.	Complies	
								Not Applicable	
								Waiver Requested	
	✓	✓	✓	✓	✓	✓	61. Proposal to remove a street tree, as defined as Tree Removal or any non-street tree with DBH of 6" or more on the property shall submit a Tree Removal Application to the Shade Tree Commission.	Complies	
								Not Applicable	
								Waiver Requested	

**CRANBURY TOWNSHIP
FEE SCHEDULE**

Upon submission of an application for development, the following fees and escrow deposits shall be paid by applicant in two separate checks (one for total application fees and one for total escrow fee deposit) made payable to the Township of Cranbury along with a copy of the signed escrow agreement and W9 form **(all applications must include Publication of Notices Fee \$100.00, not be confused with the applicant's publication of notice responsibilities):**

**TOWNSHIP OF CRANBURY
COUNTY OF MIDDLESEX, STATE OF NEW JERSEY**

ORDINANCE # 08-13-23

AN ORDINANCE OF THE TOWNSHIP OF CRANBURY, MIDDLESEX COUNTY, NEW JERSEY, AMENDING CHAPTER 76, "DEVELOPMENT FEES," OF THE CODE OF THE TOWNSHIP OF CRANBURY BY REVISING VARIOUS APPLICATION AND ESCROW FEES.

BE IT ORDAINED by the Township Committee of the Township of Cranbury, Middlesex County, New Jersey, as follows:

1. Sections 76-2 through 76-7 revised. Sections 76-2, 76-3, 76-4, 76-5, 76-6, and 76-7 of Article I, "Miscellaneous Fees" in Chapter 76, "Development Fees," of the Code of the Township of Cranbury ("Code") are hereby amended as follows:

§ 76-2. Fees required upon submission of application for development.

The application fees as set forth in §§ 76-3 through 76-6 hereof shall be applied to cover direct administrative expenses and other incidental expenses connected with processing and checking all of the materials of the application. Application fees are nonrefundable.

§ 76-3. Subdivision fees.

The application fee for a subdivision shall be as follows:

- A. Minor subdivision plat: \$300.
- B. Major subdivision.
 - (1) Preliminary plat: \$500.00 plus \$25.00 per lot.
 - (2) Final plat: \$500.00 plus \$20.00 per lot.
- C. Resubmittal fees for an application for preliminary or final subdivision approval where the applicant has submitted an incomplete application requiring further review by Township staff and experts shall be as follows:
 - (1) Single-family or two-family residential: \$100.00
 - (2) All others: \$200.00

§ 76-4. Site plan fees.

The application fees for submission of a site plan for approval shall be as follows:

- A. Minor site plan: \$200.00.

B. Major site plan.

(1) Preliminary approval:

Multi-Family Residential: \$750.00, plus \$75.00 per unit

Nonresidential: \$750.00, plus \$25.00 per 1,000 square feet of gross floor area for the first 50,000 square feet and \$10.00 per 1,000 square feet of gross floor area for any additional square footage beyond 50,000 square feet.

(2) Final approval: \$500.00.

(3) Resubmittal where the applicant has submitted an incomplete application requiring further review by Township staff and experts: \$200.00.

§ 76-5. Variance and exceptions fees.

Any application for a variance pursuant to N.J.S.A. 40:55D-70 or exception pursuant to N.J.S.A. 40:55D-51 shall require the following application fees in addition to such application fee as may be required for site plan or subdivision approval:

A. Use or other variance pursuant to N.J.S.A. 40:55-70d:

(1) Single-family or two-family residential: \$200.00 for first variance, plus \$25.00 for each additional variance.

(2) All other development: \$500.00 for first variance plus \$100.00 for each additional variance.

B. Bulk or other variance pursuant to N.J.S.A. 40:55D-70c:

(1) Single-family or two-family residential: \$100.00 for first variance plus \$25.00 for each additional variance.

(2) All other development: \$250.00 for first variance, plus \$150.00 for each additional variance.

C. Exceptions pursuant to N.J.S.A. 40:55D-51:

(1) Single-family or two-family residential: \$50.00 per exception

(2) All others: \$150.00 for first exception, plus \$100.00 for each additional exception.

D. Appeals pursuant to N.J.S.A. 40:55D-70a or requests for interpretation of zoning ordinance pursuant to N.J.S.A. 40:55D-70b:

(1) Single-family or two-family residential: \$100.00.

(2) All others: \$250.00.

§ 76-6. Other Application and Special fees.

A. Applications for conditional use: \$200.00.

B. Publication of Notice: \$100.00

C. Special Meeting Fee (if meeting requested by applicant): \$500.00 per special meeting

D. Informal Concept Plan/Sketch Plan Review

(1) Single-family or two-family residential: \$0 for first review; \$150.00 per review thereafter

(2) All other development:

Site plan: \$250.00

Subdivision: \$300.00

All applications involving more than 1,000,000 square feet of gross floor area or parcels exceeding 10 acres: \$500.00.

E. General Development Plans pursuant to N.J.S.A. 40:55D-45 and Planned Developments

(1) Preliminary approval: \$500.00

(2) Final approval: \$500.00.

F. Resubmittal of amended application during pendency of an application

(1) Single-family or two-family residential: \$100.00

(2) Multi-family residential: \$300.00

(3) All other applications: \$1,000.00

G. Soil Movement applications

(1) Single-family or two-family residential: \$100.00

(2) All other development: \$500.00.

H. Extension of Approvals

(1) Single-family and two-family residential: \$100.00

(2) All other development: \$300.00.

§ 76-7. Escrow Deposits.

In addition to the application fees set forth in sections 76-3 through 76-6 above, each applicant shall be required to submit with the application a review fee escrow deposit in accordance with the following schedule:

A. Minor subdivision plat: \$1,500.00.

B. Major subdivision plat:

(1) Preliminary approval: \$3,000.00, plus \$200.00 per lot

(2) Final approval: \$1,000.00, plus \$100.00 per lot

C. Minor site plan: \$2,000.00.

- D. Major site plan:
- (1) Residential
 - Preliminary:* \$2,000.00, plus \$100.00 per dwelling unit
 - Final:* \$1,000.00, plus \$50.00 per dwelling unit
 - (2) Nonresidential
 - Preliminary:* \$3,000.00 plus \$50.00 per 1,000 square feet of gross floor area
 - Final:* \$1,000.00 plus \$50.00 per 1,000 square feet of gross floor area
- E. Use or other variance pursuant to N.J.S.A. 40:55D-70d:
- (1) Single-family or two-family residential: \$1,000.00 for the first variance plus \$200.00 for each additional variance.
 - (2) All other development: \$3,000.00 for the first variance plus \$300.00 for each additional variance.
- F. Bulk or other variance pursuant to N.J.S.A. 40:55D-70c:
- (1) Single-family or two-family residential: \$100.00 for the first variance plus \$50.00 for each additional variance.
 - (2) All other development: \$2,000.00 for the first variance plus \$200.00 for each additional variance.
- G. Conditional use permit: \$500.
- H. Requests for exceptions pursuant to N.J.S.A. 40:55D-51:
- (1) Single-family and two-family residential: \$200.00 for the first exception plus \$25.00 for each additional exception.
 - (2) All other development: \$1,000.00 for the first exception plus \$100.00 for additional exception.
- I. Extension of approvals:
- (1) Single-family or two-family residential: \$100.00
 - (2) All others: \$1,000.00
- J. Informal concept plan/sketch plat review:
- (1) Single-family and two-family residential: \$0 for first review; \$300.00 per review thereafter.
 - (2) All other applications: \$1,500.00, plus \$3,000.00 for applications involving more than 10 acres or 1,000,000 square feet of gross floor area of development.
- K. General development plans pursuant to N.J.S.A. 40:55D-45 and planned developments:
- (1) Preliminary approval: \$2,000.00 plus \$20.00 per acre

(2) Final approval: \$2,000.00 plus \$20.00 per acre

L. Appeals pursuant to N.J.S.A. 40:55D-70a or requests for interpretation of zoning ordinance pursuant to N.J.S.A. 40:55D-70b:

(1) Single-family and two-family residential: \$300.00

(2) All others: \$2,000.00

M. Resubmittal of amended application during pendency of application:

(1) Single-family and two-family residential: \$200.00

(2) Multi-family residential: \$500.00

(3) Nonresidential: \$2,500.00

N. Soil movement pursuant to section 150-62:

(1) Single-family and two-family residential: \$0

(2) All others: \$2,000.00

2. Repealer. All ordinances and resolutions or parts thereof inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

3. Severability. If any section or subsection of this ordinance is adjudged invalid by a court of competent jurisdiction, such adjudication shall apply only to the specific section(s) or subsection(s) so adjudged, and the remainder of the ordinance shall be deemed valid.

4. Effective date. This ordinance will take effect upon its passage and publication, as required by law.

The ordinance published herewith was originally introduced and passed upon first reading at a meeting of the Township Committee of the Township of Cranbury, in the County of Middlesex, State of New Jersey, held on August 12, 2013. The ordinance will be further considered for final passage, after public hearing thereon, at a meeting of the Township Committee to be held in the meeting room of Town Hall, 23A North Main Street, in the Township of Cranbury on September 9, 2013 at 7 p.m., and during the week prior and up to and including the date of such meeting, copies of said ordinance will be made available at the Clerk's Office to the members of the general public who shall request the same.

Kathleen R. Cunningham, RMC, Clerk