



BASS RIVER TOWNSHIP

3 North Maple Avenue - Post Office Box 307

New Gretna, New Jersey 08224

(609) 296-3337 / www.bassriver-nj.org

WILLIAM "RICK" ADAMS
MAYOR

LOUIS BOURGUIGNON
DEPUTY MAYOR

JANE ALLEN
COMMISSIONER

JENNY GLEGHORN
TOWNSHIP CLERK

LAND USE APPLICATION FORM

15 copies of the application, with supporting documentation, must be filed with the Township and must be delivered to the professionals by the applicant for review at least 15 business days prior to the scheduled meeting at which the application is to be considered.

This office does not accept piece meal applications.

1. PROPERTY LOCATION: _____

TAX MAP:

Page _____ Block _____ Lot(s) _____

Page _____ Block _____ Lot(s) _____

DIMENSIONS:

Frontage _____ Depth _____ Total Area _____

ZONING DISTRICT: _____

2. APPLICANT: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

E-MAIL: _____

Applicant is a: ☐ Corporation ☐ Partnership ☐ LLC ☐ An Individual

3. DISCLOSURE STATEMENT: N.J.S.A. 40:55D-48.1 requires that the names and addresses of all persons owning 10% of the stock in a corporate applicant or 10% interest in any partnership applicant be disclosed. The disclosure requirement applies to any corporation, Limited Liability Company, or partnership, which has 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 disclosed. Attach pages as necessary to fully comply.

NAME: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

E-MAIL: _____

INTEREST: _____

4. If owners are other than the applicant, provide the following information on the owner(s): Attach pages as necessary to fully comply.

NAME: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

E-MAIL: _____

INTEREST: _____

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 by-laws, existing and proposed must be submitted for review and must be written easily understandable.

Present use of the premises: _____

6. APPLICANT'S ATTORNEY:

NAME: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

E-MAIL: _____

7. APPLICANT'S ENGINEER:

NAME: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

E-MAIL: _____

8. APPLICANT'S PLANNING CONSULTANT:

NAME: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

E-MAIL: _____

9. APPLICANT'S TRAFFIC ENGINEER:

NAME: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

E-MAIL: _____

10. List any other expert(s) who will submit a report or who will testify to the applicant:
[Attach additional sheets as may be necessary]

NAME: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

E-MAIL: _____

11. APPLICATION REPRESENTS A REQUEST FOR THE FOLLOWING:

SUBDIVISION:

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

12. Number of lots to be created, including remainder lot. _____

13. Number of proposed dwelling units - (If applicable) _____

14. SITE PLAN:

- ☐ Minor Site Plan Approval _____
- ☐ Major Preliminary Site Plan Approval _____
Phases - if applicable _____
- ☐ Major Final Site Plan Approval _____
Phases - if applicable _____
- ☐ Amendment or Revision to an Approved Site Plan _____
 - ☐ Area to be disturbed (square feet or acreage) _____
 - ☐ Number of proposed dwelling units - if applicable _____
 - ☐ Request for Waiver from Site Plan Review Approval. _____

- 15.** Reason for request: _____
- ☐ Informal Review
 - ☐ Request for Rezoning and/or Amendment to Master Plan
 - ☐ Appeal Decision of an Administrative Officer [N.J.S.A. 40:55D-70a]
 - ☐ Map or Ordinance Interpretation or Special Question [N.J.S.A. 40:55d-70b]
 - ☐ Variance Relief (hardship) [N.J.S.A. 40:55D-70c(1)]
 - ☐ Variance Relief (substantial benefit) [N.J.S.A. 40:55D-70c(2)]
 - ☐ Variance Relief (use) [N.J.S.A. 40:55d-70d]
 - ☐ Conditional Use Approval [N.J.S.A. 40:55D-67]
 - ☐ 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 the Lot Lacking Street Frontage [N.J.S.A. 40:55D-35]
- 16.** Section(s) of Ordinance from which a variance is requested: _____
- 17.** Waivers Requested for Development Standards and/or Submission Requirements: -
Attach Additional Pages as Needed. _____
- 18.** 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 for 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 Administrative Officer for the hearing. An Affidavit of service on all property owners and proof of publication must be filed before the application is complete and the hearing can proceed.
- 19.** Explain in detail the exact nature of the application and the changes to be made to the premises, including the proposed use of the premises: Attach pages as needed.
- 20.** Is a public water line available? _____
- 21.** Is public sanitary sewer available? _____
- 22.** Does the application propose a well and septic system? _____
- 23.** Has the Tax Assessor reviewed any proposed new lots to determine appropriate lot and block numbers? _____

24. Are any off-tract improvements required or proposed? _____

25. Is the subdivision to be filed by Deed or Plat? _____

26. What form of security does the applicant propose to provide as performance and maintenance guarantees? _____

Other approvals, which may be required, and date plans submitted: Yes No Date Submitted

- | | | | |
|---|--------------------------|--------------------------|-------|
| a. Burlington County Health Department | ☐ | ☐ | _____ |
| b. Burlington County Planning Board | ☐ | ☐ | _____ |
| c. Burlington County Site Plan Application, if on a County Road | ☐ | ☐ | _____ |
| d. Burlington County Soil Conservation District, if more than 5,000 sq. feet of soil is disturbed. | ☐ | ☐ | _____ |
| e. Certificate of Filing of Pinelands Application | ☐ | ☐ | _____ |
| f. Drainage Calculations | ☐ | ☐ | _____ |
| g. Environmental Impact Report | ☐ | ☐ | _____ |
| h. NJ Dept. of Environment Protection | ☐ | ☐ | _____ |
| i. NJ Dept. of Transportation | ☐ | ☐ | _____ |
| j. Plat (Soil Borings—witness by Twp. Engineer) | ☐ | ☐ | _____ |
| k. Potable Water Construction Permit | ☐ | ☐ | _____ |
| l. Protective Covenants, Deed Restrictions or Easements | ☐ | ☐ | _____ |
| m. Sanitary Sewer Connection Permit | ☐ | ☐ | _____ |
| n. Sealed Survey | ☐ | ☐ | _____ |
| o. Sewer Extension Permit | ☐ | ☐ | _____ |
| p. Stream Encroachment Permit | ☐ | ☐ | _____ |
| q. Tidal Wetlands Permit | ☐ | ☐ | _____ |
| r. Utilities and other Approval Needed: | ☐ | ☐ | _____ |
| s. Waterfront Development Permit | ☐ | ☐ | _____ |
| t. Wetlands Permit | ☐ | ☐ | _____ |
| u. Other _____ | ☐ | ☐ | _____ |

27. Certification from the Tax Collector that all taxes due on the subject property have been paid.

28. List of Maps, Reports and other materials accompanying the 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 for the Board] for their review. The documentation must be received by the professional staff at least fifteen [15], but not more than twenty [20] business days prior to the meeting at which time the application is to be considered, otherwise the application will be deemed incomplete. A list of the professional staff is attached to the application form.

Quantity Description of Item

29. The Applicant hereby requests that copies of the reports of the professional staff reviewing the application be provided to the following of the applicants professionals:

30. Specify which reports are requested for each of the applicant's professionals or whether all reports should be submitted to the professional list.

Applicant Professionals Report Requested

CERTIFICATIONS

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 or a Limited Liability Company an authorized officer must sign this. If the applicant is a partnership, a general partner must sign this.

Sworn to and subscribed before me on _____ 20____.

SIGNATURE OF APPLICANT

NOTARY PUBLIC

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 applicant is a corporation or a Limited Liability Company, an authorized officer must sign this. If the applicant is a partnership, a general partner must sign this.

Sworn to and subscribed before me on _____ 20____.

SIGNATURE OF OWNER

NOTARY PUBLIC

I understand that the sum of \$_____ has been deposited in an escrow account. In accordance with the Ordinances of the Township of Bass River, 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 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 and shall add that sum to the escrow account within fifteen (15) days.

SIGNATURE OF OWNER

NOTARY PUBLIC

FOR OFFICIAL USE ONLY**Date Application Filed:** _____**Application Fee:** _____ **Check No:** _____ **Dated:** _____**Escrow Deposit:** _____ **Check No:** _____ **Dated:** _____**Date File Completed:** _____

LIST OF PROFESSIONALS TO PROVIDE DOCUMENTS**PLANNING BOARD ADMINISTRATOR
PLANNING BOARD RECORDING CLERK**

Natalie Lewis
3 North Maple Avenue - Post Office Box 307
New Gretna, New Jersey 08224

nlewis@bassriver-nj.org

PLANNING BOARD ATTORNEY

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TOWNSHIP ATTORNEY

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