



LAND USE DEVELOPMENT APPLICATION

Planning Board

Zoning Board of Adjustment

Board Application #: PC/ZC 20____ - ____

Property Address:	Voorhees, NJ 08043	Block:	Lot:
Property Owner Name:	Zone:	Qualifier:	
Property Owner Address:			
Property Owner Phone:	Property Owner Email:		
Applicant's Name (if not Property Owner):			
Applicant's Address:			
Applicant's Phone:		Applicant's Email:	
Existing Use:			
Proposed Use:			
Property Acreage:		Property Zone:	

TYPE OF APPLICATION

- | | | |
|--|---|---|
| ☐ Appeal (a) | ☐ Interpretation (b) | ☐ Bulk (c) |
| ☐ Use (d) | ☐ Temporary Use | ☐ Site Plan Waiver |
| ☐ Minor Site Plan | ☐ Major Site Plan | ☐ Preliminary |
| ☐ Minor Subdivision | ☐ Major Subdivision | ☐ Final |
| ☐ Conditional Use | ☐ Amended Site Plan | ☐ Other |

APPLICANT'S PROFESSIONALS

Attorney's Contact Information

Name:	Firm:
Address:	
Email:	Phone:

Professional's Contact Information

Field: Engineering Planning Architecture Other

Name:	Firm:
Address:	
Email:	Phone:

Professional's Contact Information

Field: Engineering Planning Architecture Other

Name:	Firm:
Address:	
Email:	Phone:

Professional's Contact Information

Field: Engineering Planning Architecture Other

Name:	Firm:
Address:	
Email:	Phone:

SWORN to before me this _____ day of _____, 20____.

Notary Public Signature



AFFIDAVIT OF OWNERSHIP

I, _____, being duly sworn, depose and say: I certify that I am the owner of the land known as Block(s) _____, Lot(s) _____, and/or the structures located on same. Permission and consent are hereby granted for the making of this application as well as the plans submitted herewith. I further consent to the inspection of this property in connection with this application as deemed necessary by the municipal agency, and I approve and agree to the terms and conditions of any approvals granted to same.

Owner's Signature

Date

Owner's Printed Name

SWORN to before me this

_____ day of _____, 20____.

Notary Public Signature

ESCROW ACCOUNT CERTIFICATION

I understand that the sum of \$ _____ will be deposited into an escrow account. In accordance with Section 156.033 of the Voorhees Township ULDO, I further understand that the escrow account is established to cover the cost of any professional personnel employed by the reviewing board or the Township Committee to process, review, inspect, study or make recommendations concerning the nature and substance of this application and/or to pay the services of any such professional personnel and the costs and expenses incurred by such, the reviewing board and/or the Township Committee to create, amended or modify, including, but not limited to, the costs and expenses to draft, finalize and publish the official Tax Map and/or Zoning Map of the township, which creation, amendment and/or modification is necessitated by the approval of this application. Sums not utilized 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 ten {10} days after receipt of written notice from the Township.

Applicant's Signature

Date

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) ► _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
	5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
	6 City, state, and ZIP code	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number											
				-				-			
or											
Employer identification number											
				-							

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ►	Date ►
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



PROPERTY LIST REQUEST

I request a certified list of Property Owners within 200' of the following property:

Property Address: _____ Block: _____ Lot: _____

Property Owner's Name(s): _____

Property Owner's Address: _____

Applicant's Name: _____

Applicant's Address: _____

Applicant's Phone: _____

Applicant's Email: _____

Applicant's Signature

PROPERTY DETAILS

Existing Land Use: _____

Proposed Land Use (be specific): _____

Number of Existing Lots: _____ Number of Proposed Lots: _____

Are there any Existing Deed Restrictions or Easements? ☐ No ☐ Yes (attached copy of same)

Are there any Proposed Deed Restrictions or Easements? ☐ No ☐ Yes (attached copy of same)

Utilities (check all that apply): ☐ Public Water ☐ Public Sewer ☐ Private Well ☐ Septic



POLITICAL CONTRIBUTION DISCLOSURE STATEMENT

1. Applications Subject to Disclosure: Any application for use variance pursuant to NJSA 40:55D-70d.
2. Individuals and Entities Subject to Disclosure Requirements: Any individual or entity listed below that is party to an application for a request for approval of any application type listed in the above paragraph pursuant to the following stock or ownership standards:
 - a. All Owners or Developers; and
 - b. All associates of said Developers who would be subject to disclosure pursuant to NJ.S.A. 40:55D-48.1 or 40:55D-48.2; and
 - c. All persons or entities holding an option or contract to purchase or other enforceable proprietary interest in such land or project.
3. Contribution Disclosure Statement must be updated until a decision is rendered by the Zoning Board of Adjustment for any application subject to the requirements of Section 156.016(E) of the Unified Land Development Ordinance (ULDO).

Listed below are the date, amount, and the recipient of any and all Contributions (as defined by Section 150.10 of the ULDO) made to or on behalf of any Voorhees candidate, candidate committee, joint candidate committee, or political action committee or political party committee of, or pertaining to, made up to one year prior to filing the application subject to disclosure and/or during the pendency of the application process, and required to be reported pursuant to NJ.S.A. 19:44A-16(f):

☐ Applicant:

☐ Owner:

Name of Individual

Name of Individual

☐ Developer:

Name of Business:

Name of Individual

☐ Professional:

Name of Employer:

Name of Individual

Date	Amount	Political Contribution Recipient

If no contributions have been made, write "None." Attach separate sheets for each applicable entity.

By signing below, I understand and certify to the above and have reviewed Section 156.016(E) of the ULDO and am aware that if I have misrepresented in whole or in part of this certification, I and/or the business entity, will be liable for any penalty permitted under the law.

Signature (Owner, Applicant, Developer, as applicable)

Date

Printed Name of Signer

Printed Name of Signer



LAND USE APPLICATION FEE SCHEDULE

Application Types

SUBDIVISION	<u>Required Application Fees</u>	<u>Required Escrow Deposit</u>
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☐ Minor Subdivision	☐ \$250	☐ \$2,500
☐ Amended Subdivision	☐ \$250	☐ \$2,500
☐ Major Preliminary	☐ \$250	☐ \$2,500
☐ Major Final	☐ \$250	☐ \$2,500
☐ Major Preliminary & Final	☐ \$500	☐ \$5,000

SITE PLAN

☐ Site Plan Waiver	☐ \$250	☐ \$1,500
☐ Minor Site Plan	☐ \$250	☐ \$2,500
☐ Amended Site Plan	☐ \$250	☐ \$2,500
☐ Preliminary Major Site Plan	☐ \$250	☐ \$2,500
☐ Final Major Site Plan	☐ \$250	☐ \$2,500
☐ Preliminary & Final	☐ \$500	☐ \$5,000
☐ General Development	☐ \$500	☐ \$5,000

VARIANCE AND ZONING BOARD

☐ Appeal	☐ \$100	☐ \$500
☐ Interpretation	☐ \$100	☐ \$500
☐ Bulk Variance	☐ \$250	☐ \$1,000
☐ Use Variance	☐ \$250	☐ \$1,000
☐ Temporary Use	☐ \$250	☐ \$1,000

MISCELLANEOUS

☐ Concept Plan Review	☐ \$250	☐ \$1,000
☐ Rezoning Request	☐ \$250	☐ \$1,000
☐ Street Vacation	☐ \$250	☐ \$1,000
☐ Conditional Use or Change of Use	☐ \$250	☐ \$1,000
☐ Home Business Conditional Use	☐ \$250	☐ \$1,000
☐ Development Review Meeting	☐ \$250	☐ \$1,000
☐ Correspondence	☐ \$250	☐ \$500
☐ Property Owners' List	☐ \$10 or \$0.25 per name, whichever is greater	

Number of application types:

Total Fees Due:

Total Escrow Due:

FOR OFFICE USE ONLY

Fees Collected:

Escrow Collected:

LAND DEVELOPMENT REVIEW SUBMISSION CHECKLIST

	Concept Plan	Change of Use or Site Plan Waiver	Minor Site Plan	Minor Subdivision	GDP Subdivision	Prelim. Subdivision	Final Subdivision	Prelim. Site Plan	Final Site Plan
Please mark each box using the following key: C = Complete, N/A = Not Applicable, W = Waiver Requested									
1 Land Use Board Application	☐	☐	☐	☐	☐	☐	☐	☐	☐
2 Affidavit of Ownership	☐	☐	☐	☐	☐	☐	☐	☐	☐
3 Variance Application Form (if applicable)			☐	☐	☐	☐	☐	☐	☐
4 Application and Escrow Fees	☐	☐	☐	☐	☐	☐	☐	☐	☐
5 Tax and Assessment Report		☐	☐	☐	☐	☐	☐	☐	☐
6 Name and Address of Owner and Applicant	☐	☐	☐	☐	☐	☐	☐	☐	☐
7 Name, Signature, License #, Seal & Address of Engineer, Land Surveyor, Architect, Landscape Architect, as applicable	☐	☐	☐	☐	☐	☐	☐	☐	☐
8 Title block denoting type of application, tax map sheet, county, municipality, block & lot and street address	☐	☐	☐	☐	☐	☐	☐	☐	☐
9 Key map from official tax map showing the location of the tract to surrounding streets, municipal boundaries, etc., within 1,000 feet	☐	☐	☐	☐	☐	☐	☐	☐	☐
10 Schedule of required & proposed zone(s) requirements for lot area, frontage, setbacks, impervious coverage, parking, etc.	☐	☐	☐	☐	☐	☐	☐	☐	☐
11 North Arrow to top of sheet, scale & graphic scale	☐	☐	☐	☐	☐	☐	☐	☐	☐
12 Signature block for Board Chairperson, Secretary, Engineer and Municipal Clerk	☐	☐	☐	☐	☐	☐	☐	☐	☐
13 Certification block, as required by Map Filing Law			☐	☐	☐	☐	☐		
14 Monumentation, as required by Map Filing Law			☐	☐		☐	☐		
15 Date of Property Survey		☐	☐	☐	☐	☐	☐	☐	☐
16 One (1) of four (4) standard sheet sizes, as required by Map Filing Law	☐	☐	☐	☐	☐	☐	☐	☐	☐
17 Metes and bounds description showing dimensions, bearings, curve data, length of tangents, radii, chords & central angles for all centerlines & rights-of-way, & centerline curves on streets	☐		☐				☐		☐

LAND DEVELOPMENT REVIEW SUBMISSION CHECKLIST

	Concept Plan	Change of Use or Site Plan Waiver	Minor Site Plan	Minor Subdivision	GDP	Prelim. Subdivision	Final Subdivision	Prelim. Site Plan	Final Site Plan
18 Acreage of tract to nearest tenth					(nearest acre)				
19 Date of original plan and all revisions									
20 Size and location of existing or proposed structures and their dimensioned setbacks	(General)				(General)				
21 Minimum zoning setback lines and lot frontage dimensions for principal buildings to be shown on all lots									
22 Location and dimensions of any existing or proposed rights-of-way and cartways	(General)				(General)				
23 All proposed lot lines and area of lots in square feet					(General)				
24 Copy and plan delineation of any existing or proposed deed restriction	(Existing)				(Existing)				
25 Any existing or proposed easement or land reserved or dedicated for public use									
26 Plan delineation of any proposed development phasing					(General)				
27 Property owners and lot lines within 200 feet and in correct reference to subject parcel									
28 Existing streets, other rights-of-way or easements, watercourses, wetlands, soils, floodplains or other environmentally sensitive area within 200 feet of tract	(General)	(within 50')			(General)				
29 Topographical features of subject property from USGS 7.5 minute maps									
30 The proposed clearing limits along with existing and proposed contours based on USGS datum, to extend 200 feet beyond subject tract	(General)	(50' extension)			(General)				
31 Boundary limits, nature and extent of wooded area, trees 5-inch DBH or greater within clearing limits and other significant physical features	(General)				(General)				
32 Existing drainage system, including any larger tract of which the site is a part and a drainage divide map									
33 Drainage calculations for all existing and proposed inlets, piping, swales, detention and retention basins (Basic basin sizing using SCS TR-55 Method for GDPs)									
34 Existing and proposed utilities: sanitary sewer, water, stormwater management and electric									
35 Soil erosion and sediment control plan (Required for Minor Site Plans with 5,000 SF or more of disturbance)									

LAND DEVELOPMENT REVIEW SUBMISSION CHECKLIST

	Concept Plan	Change of Use or Site Plan Waiver	Minor Site Plan	Minor Subdivision	GDP	Prelim. Subdivision	Final Subdivision	Prelim. Site Plan	Final Site Plan
36 Spot and finished elevations at all property corners, corners of all structures, paved areas, existing or proposed first floor elevations	☐	☐	☐	☐	☐	☐	☐	☐	☐
37 Construction details, road and paving cross-sections and profiles (Profiles not required for Minor Site Plan)	☐	☐	☐	☐	☐	☐	☐	☐	☐
38 Proposed street names	☐	☐	☐	☐	☐	☐	☐	☐	☐
39 New block and lot numbers confirmed by tax assessor	☐	☐	☐	☐	☐	☐	☐	☐	☐
40 Lighting plan and details	☐	☐	☐	☐	☐	☐	☐	☐	☐
41 Landscape plan and details	☐	☐	☐	☐	☐	☐	☐	☐	☐
42 Solid waste management & recycling	☐	☐	☐	☐	☐	☐	☐	☐	☐
43 Locations and details of site identification signs, traffic control signs and directional signs	☐	☐	☐	☐	☐	☐	☐	☐	☐
44 Sight triangles	☐	☐	☐	☐	☐	☐	☐	☐	☐
45 Vehicular and pedestrian circulation patterns	☐	☐	☐	☐	☐	☐	☐	☐	☐
46 Parking plan indicating spaces, size & type, aisle width, internal collectors, curb cuts, drives and driveways & all ingress & egress areas with dimensions in accordance with federal accessibility	☐	☐	☐	☐	☐	☐	☐	☐	☐
47 Preliminary architectural plans and elevations	☐	☐	☐	☐	☐	☐	☐	☐	☐
48 Environmental Impact Statement for all parcels five (5) acres or larger or those in environmentally sensitive areas	☐	☐	☐	☐	☐	☐	☐	☐	☐
49 All applicable outside agency approvals including, but not limited to, Camden County Planning Board, NJDEP, Camden County Soil Conservation District	☐	☐	☐	☐	☐	☐	☐	☐	☐
50 Public Notice for any application which requires a variance. Variances are only granted at time of a preliminary application. (This includes amended plans.)	☐	☐	☐	☐	☐	☐	☐	☐	☐
51 Existing and proposed signs and fences. Details, sign areas and locations must be shown.	☐	☐	☐	☐	☐	☐	☐	☐	☐
52 Traffic Impact Report	☐	☐	☐	☐	☐	☐	☐	☐	☐
53 Corridor or Streetscape Design Standards (if applicable)	☐	☐	☐	☐	☐	☐	☐	☐	☐