

STANDARD DEVELOPMENT APPLICATION FORM

**Borough of Shrewsbury
419 Sycamore Avenue
Shrewsbury, NJ 07702**

This application, together with supporting documentation, must be filed with the Office of the Planning and Zoning Board Clerk at least fifteen (15) business days prior to the meeting at which the application is to be considered.

TO BE COMPLETED BY BOROUGH STAFF ONLY.

Date Filed _____ Application No. _____
Planning Board Application Fees _____
Zoning Board of Adjustment Escrow Deposit _____
Scheduled for: _____
Deemed Complete: _____ Public Hearing _____

1. SUBJECT PROPERTY

Physical Location _____
Tax Map Page _____ Block _____ Lot(s) _____
Page _____ Block _____ Lot(s) _____
Dimensions Frontage _____ Depth _____ Total Area _____
Zoning District _____

2. APPLICANT

Name _____ Address _____
Telephone _____
Applicant is a Corporation Partnership Individual

3. DISCLOSURE STATEMENT

Pursuant to NJS 40:55D-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 40:55D-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 _____
Name _____ Address _____ Interest _____
Name _____ Address _____ Interest _____
Name _____ Address _____ Interest _____

4. Property Owner

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 by-laws, existing and proposed must be submitted for review and must be written in easily understandable English in order to be approved.

Present use of the premises: _____

6. Applicant's Attorney _____

Telephone _____ Address: _____
Fax _____
E-mail _____

7. Applicant's Site Engineer _____

Telephone _____ Address: _____
Fax _____
E-Mail _____

8. Applicant's Planning Expert _____

Telephone _____ Address: _____
Fax _____
E-Mail _____

9. Applicant's Traffic Expert _____

Telephone _____ Address: _____
Fax _____
E-Mail _____

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 _____ Address _____
Field of Expertise _____
Telephone _____ Fax _____
E-Mail _____

11. APPLICATION REPRESENTS A REQUEST FOR THE FOLLOWING APPROVAL:

SUBDIVISION:

_____ Minor Subdivision Approval
_____ Subdivision Approval (Preliminary)
_____ Subdivision Approval (Final)
Number of Lots to be created _____ Number of Proposed dwelling units _____
(Including remainder lots) (If applicable)

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 Site Plan

Total area to be disturbed (Square Feet) _____ Total number of proposed dwelling units _____
Request for Waiver from Site Plan Review and Approval
Reason for request _____

_____ Informal Review
_____ Appeal decision of an Administrative Officer (NJS 40:55D-70a)
_____ Map or Ordinance Interpretation of Special Question (NJS 40:55D-70b)
_____ Variance Relief (Hardship) (NJS 40:55D-70c(2))
_____ Conditional Use of Approval (NJS 40:55 D-67)

_____ Direct issuance of a permit for a structure in bed of mapped street, public drainage way, or flood control basin (NJS 40:55 D-34)

_____ Direct issuance of a permit for a lot lacking street frontage (NJS 40:55 D-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 Administrative Officer for the hearing.

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 public water supply available? _____

17. Is a public sanitary sewer available? _____

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

19. Are any off-tract improvements required or proposed? (If yes, Explain) _____

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

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

	Yes	No	Date Plans Submitted
Two River Water Reclamation Authority	_____	_____	_____
New Jersey American Water Company	_____	_____	_____
Monmouth County Planning Board	_____	_____	_____
Freehold Soil Conservation District	_____	_____	_____
NJ Department of Environmental Protection	_____	_____	_____
Sewer Extension Permit	_____	_____	_____
Flood Hazard Area Permit	_____	_____	_____
Waterfront Development Permit	_____	_____	_____
Fresh Water Wetlands Permit	_____	_____	_____
Coastal Wetlands Permit	_____	_____	_____
Potable Water Construction Permit	_____	_____	_____
Other _____	_____	_____	_____
NJ Department of Transportation Hwy. Access	_____	_____	_____

22. Attach certification from the Tax Collector that all taxes due on the subject property have been paid _____

23. 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 to which the application is submitted) for their review. The documentation must be received by the professional staff at least fifteen (15) business days prior to the meeting at which 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
_____	_____
_____	_____
_____	_____

24. 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 or whether all reports should be submitted to the professional listed.

Applicant's Professional	Reports Requested
_____	_____
_____	_____
_____	_____
_____	_____

CERTIFICATIONS

25. I certify that the forgoing 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 _____

26. I certify that I am the Owner of the property which is the subject of this application, that I have authorized that 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 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 _____

27. I understand that the sum of \$ _____ has been deposited in an escrow account (Builder's Trust Account). In accordance with the ordinances of the Borough of Shrewsbury, 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 add that sum to the escrow account within fifteen (15) days.

Date _____ SIGNATURE OF OWNER. _____