

APPLICATION FORM
BOROUGH OF COLLINGSWOOD PLANNING BOARD

This application with supporting documentation and the application for Developmental Checklist in 12 sets must be filed with the Board Secretary at least twenty-one (21) calendar days prior to the meeting at which the application is to be considered.

To be completed by Borough Staff only:

Date Filed: _____/_____/_____ Application No: _____

Application Fees: _____ Escrow Deposit: _____

Scheduled for Hearing on: _____/_____/_____

To be completed by the Applicant:

1. SUBJECT PROPERTY

Location: _____ Zoning District: _____

Tax Map: Page _____ Block _____ Lot _____

Dimensions: Frontage _____ Depth _____ Area _____

2. APPLICANT

Name: _____

Address: _____

City, State, Zip: _____

Telephone No.: _____ Fax No.: _____

Applicant is a Corporation: _____ Partnership: _____ Individual: _____

3. DISCLOSURE STATEMENT

Pursuant to N.J.S. 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 N.J.S. 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. If the Applicant is a Corporation or Partnership attach the name address and interest percentage of all stockholders and/or partners that apply.

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4. OWNER

If Owner is other than the applicant, provide the following information on the Owner(s):

Name: _____

Address: _____

City, State, Zip: _____

Telephone No.: _____ Fax No.: _____

Applicant is a Corporation: _____ Partnership: _____ Individual: _____

5. PROPERTY INFORMATION

Restrictions, covenants, easements, association by laws, existing or proposed on the property:

Yes (attach copies) _____ No _____ Proposed (attach copies) _____

Note: All deed restrictions, covenants, assessments, 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: _____

Proposed use of the premises: _____

6. TYPE OF APPLICATION (Check any and all that apply)

SITE PLAN (attach completed Application for Development Checklist)

____ Informal Review ____ Minor ____ Major ____ Conditional Use ____ Sign and/or Banner
____ Amendment of Revision to an Approved Site Plan
____ Request for Waiver from Site Plan review and approval

____ Land area to be disturbed (square feet)
____ Number of proposed dwelling units (if applicable)
____ Number of off-street parking spaces

SUBDIVISION (attach completed Application for Development Checklist)

____ Informal Review ____ Minor ____ Major

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To be filed by: ___ Deed ___ Plat
___ Number of lots created (including remainder lot)
___ Number of proposed dwelling units (if applicable)

VARIANCE RELIEF / OTHER

- ___ Direct Issuance of a permit in a public right of way, etc. (N.J.S.A. 40:55D-34)
- ___ Direct Issuance of a permit for a lot lacking frontage (N.J.S.A. 40:55D-35)
- ___ Appeal Decision of 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-70c1)
- ___ Variance Relief (substantial benefit) (N.J.S.A. 40:55D-70c2)
- ___ Variance Relief (use) (N.J.S.A. 40:55D-70d)
- ___ Waiver/DeMinimus Exemption of N.J. Residential Site Improvements Standards (NJAC 5-21)
- ___ Other (explain below)

Ordinance section(s) from which a variance is requested: (attach additional pages as needed)

Submission/Development Standard waivers requested (attach additional pages as needed)

7. PROFESSIONAL REPRESENTATION

Applicant's Attorney: _____
Address: _____
City, State, Zip Code: _____
Telephone No.: _____ Fax No.: _____

Applicant's Engineer/Architect/Planner: _____
Address: _____
City, State, Zip Code: _____
Telephone No.: _____ Fax No.: _____

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8. ADDITIONAL INFORMATION

- Have any proposed new lots been reviewed with the Tax Assessor to determine appropriate block and lot numbers? Yes____ No ____
 - Are any off-tract improvements required or proposed? Yes____ No____
If yes attached explanation: _____
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9. NOTICES

Attach a copy of the Notice to appear in the Borough’s Official newspaper and to be mailed to the owners of all real property, as shown on the current tax duplicate, located within 200 feet in all directions of the property which is subject to 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. An affidavit of service on all property owners and proof of publication must be filed before the application will be complete and the hearing can proceed.

10. Other Approvals

List any other approvals that may be required and dated plans have been submitted:

	Yes	No	Date Plans Submitted
Camden County Health Department	___	___	_____
Camden County Planning Board	___	___	_____
Camden County Soil Conservation District	___	___	_____
NJ Dept. of Environmental Protection	___	___	_____
Stream Encroachment Permit	___	___	_____
Freshwater Wetlands Permit	___	___	_____
Other_____	___	___	_____
N.J. Dept. of Transportation	___	___	_____
Public Service Electric & Gas Company	___	___	_____
Other_____	___	___	_____

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11. CERTIFICATIONS

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 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 application. (If the applicant is a partnership, this must be signed by a general partner.)

Sworn and subscribed before me this
_____ day of _____ 20

NOTOARY PUBLIC

SIGNATURE OF APPLICANT

I certify that I am the Owner of the property which is subject of this application, that I have authorized the applicant to make this application and that I agree to be bound by this 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 and subscribed before me this
_____ day of _____ 20

NOTARY PUBLIC

SIGNATURE OF OWNER

I understand that the sum of \$_____ has been deposited in an escrow account (Builder's Trust Account), and the application fee in accordance with the Ordinances of the Borough of Collingswood. I further understand that the esc row account is established to cover the cost of professional services including engineering, planning, legal and other expenses associated with the review of the 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, in 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