

BOROUGH OF LAKEHURST

LAND USE & DEVELOPMENT APPLICATION

TO BE COMPLETED BY BOROUGH STAFF ONLY

Date Filed _____ File No. _____
Application Fees _____ Escrow Deposit _____
Scheduled for Hearing Date: _____

TO BE COMPLETED BY APPLICANT

1. SUBJECT PROPERTY:

Location _____
Dimensions Frontage _____ Depth _____ Total Area _____
Zoning District _____
Block: _____ Lot: _____

2. APPLICANT:

Name _____
Address _____
Telephone Number: Home: _____ Work: _____
Applicant is a Corporation _____ Partnership _____ Individual _____
Social Security Number/Federal ID Number _____

3. DISCLOSURE STATEMENT:

Pursuant to N.J.S.A. 40:55D-48.1, the names and address 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.A. 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 address 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 _____

4. IF THE OWNER (S) IS OTHER THAN THE APPLICANT, PROVIDE THE FOLLOWING INFORMATION ON THE OWNER (S):

Owner's Name _____
Address _____
Telephone Number Home: _____ Work _____ Cell _____
Relationship of the applicant to the property in question:
Owner: _____ Lessee _____ Purchaser Under Contract _____ Other _____

5. PROPERTY INFORMATION:

Deed restrictions, covenants, easements, rights of way, association by-laws, or other dedication existing or proposed on the property:

Yes [Attach copies] _____ No _____ Proposed _____

Note: All deed restrictions, covenants, easements, rights of way, association by-laws, or other dedications existing and proposed must be submitted for review.

Present use of the premises: _____

6. Applicant's Attorney _____

Address _____

Telephone Number _____

FAX Number _____

7. Applicant's Engineer _____

Address _____

Telephone Number _____

FAX Number _____

8. Applicant's Planning Consultant _____

Address _____

Telephone Number _____

FAX Number _____

9. Applicant's Traffic Engineer _____

Address _____

Telephone Number _____

FAX Number _____

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 _____

Field of Expertise _____

Address _____

11. APPLICATION REPRESENTS A REQUEST FOR THE FOLLOWING:

SUBDIVISION:

_____ Minor Subdivision Approval

_____ Subdivision Approval (Preliminary)

_____ Subdivision Approval (Final)

Number of lots to be created _____ Number of proposed dwelling units _____
(including remainder lot) (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
 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 [N.J.S.40:55D-70a]
 _____ Map or Ordinance Interpretation of Special Question [N.J.S. 40:55D-70b]
 _____ Variance Relief (hardship) [N.J.S. 40:55D-70c(1)]
 _____ Variance Relief (substantial benefit) [N.J.S. 40:55D-70c(2)]
 _____ Variance Relief (use) [N.J.S.40:55D-70(d)]
 _____ Conditional Use Approval [N.J.S. 40:55D-67]
 _____ Direct issuance of a permit for structure in bed of a mapped street, public
 drainage way, or flood control basin [N.J.S. 40:55D-34]
 _____ Direct issuance of a permit for a lot lacking street frontage [N.J.S. 40:55D-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 proposed 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. ALL APPLICATIONS REQUIRE NOTICE.

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 a proof of publication must be filed before the hearing date. These items must be submitted for an application to be complete and the hearing to proceed.

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 a public water line available? _____

17. Is public sanitary sewer available? _____

18. Does the application propose any lighting? _____

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

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

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

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

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

	Yes	No	Date Plans Submitted
_____ Fire Official	_____	_____	_____
_____ Utility Department	_____	_____	_____
_____ Public Works Department	_____	_____	_____
_____ Ocean County Health Department	_____	_____	_____
_____ Ocean County Planning Board	_____	_____	_____
_____ Ocean County Soil Conservation District	_____	_____	_____
_____ NJ Department of Environmental Protection	_____	_____	_____
_____ NJ Department of Transportation	_____	_____	_____
_____ Pinelands Commission	_____	_____	_____
_____ NJ Natural Gas	_____	_____	_____
_____ CAFRA Permit	_____	_____	_____
_____ Other	_____	_____	_____

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

25. List of Map, 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 [Land Use Engineer and Attorney] 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
_____	_____
_____	_____
_____	_____

26. 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
_____	Attorney	_____
_____	Engineer	_____
_____	_____	_____
_____	_____	_____

27. 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, this must be signed by an authorized corporate officer. If the applicant is a partnership, this must be signed by a general partner.]

Sworn and subscribed before me this
 _____ day of _____, 20____

 NOTARY PUBLIC

 SIGNATURE OF APPLICANT

28. 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, that I have authorized the applicant to make this application and that I agree to be bound by the 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 owner is a corporation this must be signed by an authorized corporate officer.
If the owner is a partnership, 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

29. 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 Lakehurst, I further understand that the escrow account is established to cover the cost of professional services including engineering, planning, and legal and other expenses associated with the review of the submitted materials. 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 days.

Date

SIGNATURE OF APPLICANT

LAKEHURST LAND USE BOARD PROFESSIONAL STAFF

Land Use Board Engineer:

Alan Dittenhofer (732) 286-9220
Remington & Vernick Engineers
9 Allen Street
Toms River, NJ 08753

Land Use Board Attorney:

Adam D. Pfeffer, Esq. (732) 364-7333
Law Offices of Levin, Shea, Pfeffer, & Goldman, P.A.
2105 West County Line Road, Suite 3
Jackson, NJ 08527