

**TOWNSHIP OF PEMBERTON**  
**Planning Board and Zoning Board of Adjustment**  
**500 Pemberton-Browns Mills Road**  
**Pemberton, New Jersey 08068-1539**  
**609-894-3340 Fax: 609-894-7976**

**LAND USE DEVELOPMENT APPLICATION PACKET**

The enclosed packet contains forms and instructions required in order to be make an application to the Pemberton Township Planning Board or Zoning Board of Adjustment. Please read through the instructions carefully, as they are a guide to the application and hearing process. The items listed below are included with this application package:

**Information & Instructions**

Application Procedures (pages 2 - 4)

**Application Submission**

Land Use Development Application (pages 5 – 10)

Escrow Agreement (pages 11 – 12)

Fee Schedule (page 13)

Ownership Disclosure Statement (page 14)

Property List Request Form (page 18)

**Notification**

Notice of Hearing (page 15)

Public Notice (page 16)

**After Approval**

Consent to Assume Liability (page 17)

**Additional Documents**

Applicable Checklist(s) are also required at time of application submission: Variance, Minor Site Plan, Minor Subdivision, Major Site Preliminary, Major Site Plan Final, Major Subdivision Preliminary, Major Subdivision Final (see separate documents)

Stormwater Management (see separate documents)

Certificate of Filing (if required) from the New Jersey Pinelands Commission

Application # \_\_\_\_\_

## PEMBERTON TOWNSHIP PLANNING OR ZONING BOARD OF ADJUSTEMENT APPLICATION PROCEDURES

### STEP I: APPLICATION SUBMISSION

- A. Completed Land Use Development Application including **Certificate of Filing from the New Jersey Pinelands Commission if required**. If a Certificate of Filing is required it must be submitted with the application.
- B. Signed Escrow Agreement.
- C. Completed Fee Schedule.
- D. All required Fee & Escrow payments as set forth in the Fee Schedule. Application fees are non-refundable. All checks should be made payable to "Pemberton Township". Separate checks should be submitted for fees and escrow.
- E. Completed required checklist with written justification for any waiver requested.
- F. Property Owners List Request to be submitted to the Tax Assessor.
- G. A search for municipal tax liens will show whether there are any outstanding taxes or liens on the subject property. This documentation of taxes paid and current must be provided before any application will be scheduled for a hearing.
- H. For any Corporation or Partnership applying for a variance for non-residential purposes or to construct a multi-residential dwelling of 25 or more units, a list of the names and addresses of all stockholders or individual partners owning at least 10% of its stock of any class or 10% interest in the partnership and an affidavit verifying its accuracy.
- I. When applying to the Zoning Board you must submit the original and thirteen copies of all documents; when applying to the Planning Board you must submit the original and fifteen copies of all documents.
- J. Applications, fees and escrow must be submitted to the Planning Board or Zoning Board no less than twenty one (21) calendar days prior to the meeting date.

### STEP II: COMPLETENESS REVIEW

- A. The application will be transmitted to all necessary Township professionals for review.
- B. Staff and professionals will review the documentation submitted and check to ensure that all items required for submission listed on the Checklist have been submitted.
- C. All required documentation should be provided, or waivers may be requested from various checklist submission requirements. If necessary items have not been submitted, a completeness review will be sent to the applicant indicating which items are outstanding. The required outstanding items must be addressed prior to being scheduled for a hearing by submission or explanation for the request.
- D. Once all necessary items are submitted, the application will be deemed complete or if waivers are requested, application will be formally scheduled for a hearing date.

### STEP III: PUBLIC NOTIFICATION

The applicant is responsible to provide proper notice. Notice must be provided (pursuant to N.J.S.A. 40:55D-12) in the official newspaper The Burlington County Times, 4284 Route 130, Willingboro, NJ 08046, telephone (609) 871-8000 and to property owners within 200 feet of the subject parcel (utilize list provided by the Tax Assessor's Office). *Please check with the Burlington County Times for their deadline for legal ads.* Please review the following instructions regarding proper notice procedures:

- A. Do not provide notice until you have been formally scheduled for a hearing.

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- B. Notice must be provided a minimum of ten (10) days prior to the hearing (not including the date of the meeting) or the application will be rescheduled to a later date, which will require new notice.
- C. Complete the NOTICE OF HEARING:
  - 1. The description of the relief sought must be provided on the form.
  - 2. Copies of the form must be distributed to all persons/entities listed on the Property Owners List either by Certified Mail or Hand Delivery in accordance with N.J.S.A. 40:55D-12.
  - 3. A copy of the Notice of Hearing must also be provided to all utility companies listed on the Property Owners List.
- D. Complete the AFFIDAVIT OF SERVICE OF NOTICE attached to the Property Owners List, sign, notarize, and attach original certified mail receipts.
- E. Complete PUBLIC NOTICE of hearing and submit it to the newspaper.
  - 1. Legal notices must be submitted to the Burlington County Times prior to the date to be published. Notice must be published at least 10 days prior to the hearing.
  - 2. The description of the relief desired should reflect that of the NOTICE OF HEARING (Form PB 1).
  - 3. The newspaper will send you an affidavit of proof of publication, which must be submitted to the Planning and Zoning Board Department prior to your scheduled hearing date.

**STEP IV: SUBMIT PROOF OF NOTICE** (one week before hearing)

The following items must be submitted to the Planning and Zoning Board Department no later than one week prior to the hearing date:

- A. One copy of the NOTICE OF HEARING
- B. The AFFIDAVIT OF SERVICE OF NOTICE (attached to Property owner list)
- C. The affidavit of proof of publication from the Burlington County Times.

**STEP V: PREPARE THE PRESENTATION**

The presentation to the Board should be brief and concise, but present all relevant facts and address any requested variances. Photographs, sketches, witnesses, and/or any other pertinent information may be presented. The burden of proof is on the applicant when she or he is asking for a variance or waiver of the ordinance. The Board is required to consider certain tests in evaluating your application, as specified in the Municipal Land Use Law (M.L.U.L.).

Staff and professionals will prepare a review of each application, which will be addressed at the hearing. The Board members and the applicant will receive copies of the review approximately one week prior to the hearing.

All applicants or property owners that are incorporated must be represented by an attorney. Any employed professionals and experts for the applicant will be certified that they possess the appropriate New Jersey licenses prior to any testimony at the Board hearing. The lack of a New Jersey license does not prohibit an individual from testifying but will preclude her or his ability to be certified as an expert witness by the Board.

**STEP VI: ATTEND THE HEARING**

- A. The Board meets at the Municipal Building at 500 Pemberton Browns Mills Road New Lisbon (Pemberton), NJ. Please check with office personnel regarding meeting dates and times.
- B. Board agendas are posted on the main township bulletin board located at the municipal building and *may* be published on the Township website at [www.pemberton-twp.com](http://www.pemberton-twp.com).

**STEP VII: AFTER THE HEARING**

- A. After memorialization a copy of the resolution will be sent to the applicant and/or applicant's attorney.
- B. Notice of Decision. A Notice of Decision will be submitted to the Burlington County Times for

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publication by the Planning and Zoning Board Personnel following the memorialization of the Resolution by the Board Secretary.

- C. Time Period for Appeal. Any party interested in appealing the decision of the Board, must do so within forty-five (45) days of the publication of the Notice of Decision; 95 days to file plat with County Recorder.
- D. Items to Submit After the Hearing:
  - 1. Conditions of Approval. Any and all conditions of approval must be satisfied (legal documents, additional information, etc.), which should be submitted of the Planning and Zoning Board Department. Staff, Board Engineer, and Solicitor will review. Revise as necessary.
  - 2. Conformance Plans. Four (4) copies of revised plans with signature box, which address needed completeness items and comments from staff and Board professionals, should be submitted to the Planning and Zoning Board Department for review. Revise as necessary and four (4) copies of each revised plan should be submitted. Upon plan approval by Board professionals ten (10) copies should be submitted with signature box.
  - 3. Escrow. Any outstanding bond payments, inspection escrow, and/or review escrow must be submitted prior to the issue of any permits. Should a positive balance remain in the escrow account, a written request for the refund of the remaining escrow must be submitted to the Chief Financial Officer "CFO".

Please do not hesitate to contact the Planning and Zoning Board Administrative Officer at (609) 894-3340 should you require further assistance. The office is located at the Pemberton Township Municipal Building, 500 Pemberton-Browns Mills Road, New Lisbon, N.J. 08068.

**PEMBERTON TOWNSHIP LAND USE DEVELOPMENT APPLICATION**

Submission Date: \_\_\_\_\_ Application No.: \_\_\_\_\_

PLANNING BOARD       ZONING BOARD OF ADJUSTMENT

<b>FOR OFFICE USE ONLY</b>
TAXES PAID YES/NO _____ (INITIAL)
FEES \$ _____ ESCROW \$ _____
ESCR. # _____

PROPERTY LOCATION: \_\_\_\_\_ BLOCK(S) \_\_\_\_\_ LOT(S) \_\_\_\_\_

**1. APPLICANT**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Interest in Property: \_\_\_\_\_  
Email address: \_\_\_\_\_

**2. OWNER**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Email address: \_\_\_\_\_

**3. TYPE OF APPLICATION (check all that apply)**

- |   |  |
|---|--|
| <input type="checkbox"/> Minor Subdivision                          | <input type="checkbox"/> Interpretation <sup>1</sup>                 |
| <input type="checkbox"/> Preliminary Major Subdivision <sup>1</sup> | <input type="checkbox"/> Appeal of Administrative Officer's Decision |
| <input type="checkbox"/> Final Major Subdivision                    | <input type="checkbox"/> Certificate of Non-Conformity <sup>1</sup>  |
| <input type="checkbox"/> Minor Site Plan                            | <input type="checkbox"/> Use (d) Variance <sup>1</sup>               |
| <input type="checkbox"/> Preliminary Major Site Plan <sup>1</sup>   | <input type="checkbox"/> Bulk (c) Variance <sup>1</sup>              |
| <input type="checkbox"/> Final Major Site Plan                      | <input type="checkbox"/> Conditional Use <sup>1</sup>                |
| <input type="checkbox"/> Amended Plan                               | <input type="checkbox"/> Change of Use <sup>1</sup>                  |
| <input type="checkbox"/> Site Plan Waiver                           | <input type="checkbox"/> Rezoning Request <sup>1</sup>               |
| <input type="checkbox"/> Concept Plan                               | <input type="checkbox"/> Other: _____                                |

<sup>1</sup> Legal advertisement and notice is required to all property owners within 200 feet.

**4. ZONING**

Zoning District \_\_\_\_\_

Is this located in the Redevelopment Area:    YES      NO

Is this located in the Pinelands Preservation Area:    YES    NO

**5. ATTORNEY (A corporation, partnership, limited liability company or partnership must be represented by a New Jersey Attorney)**

Name: \_\_\_\_\_ Firm: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

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**6. PROFESSIONALS**

Name:	Name:
Profession:	Profession:
Address:	Address:
Phone	Phone
Fax	Fax
Email	Email

\*Attach all additional professionals on a separate sheet of paper

**7. UTILITIES**

PUBLIC WATER \_\_\_\_ PUBLIC SEWER \_\_\_\_ PRIVATE WELL \_\_\_\_ PRIVATE SEPTIC \_\_\_\_

**8. VERIFICATION FORMS (MUST BE COMPLETED BY APPROPRIATE DEPARTMENT)**

A.) TAX COLLECTOR:

Taxes are paid as of \_\_\_\_\_

Tax Collector's/Clerk's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

B.) WATER DEPARTMENT:

Water would \_\_\_\_ would not \_\_\_\_ be available through the Twp. Water Dept.

Water Dept. Superintendent's/Clerk's Signature \_\_\_\_\_ Date: \_\_\_\_\_

C.) SEWER:

This property is located where PTMUA lines are \_\_\_\_ are not \_\_\_\_ available.

Capacity available: yes \_\_\_\_ no \_\_\_\_

PTMUA Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**9. LAND USE**

Existing Land Use: \_\_\_\_\_

Proposed Land Use (be specific): \_\_\_\_\_

Number of lots existing: \_\_\_\_\_ Number of lots proposed: \_\_\_\_\_

**10. PROPERTY**

Is the Lot a:            Corner Lot            Interior Lot            Flag Lot

Does the lot have road frontage:    Yes    No

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## 11. APPLICATION SUBMISSION MATERIALS

List all plans, reports, photos, etc. include any approvals for water or sewer connections if required.

## 12. PREVIOUS OR PENDING APPLICATIONS

A.) List all previous or pending applications for this parcel (use additional sheets if necessary):

B.) Are there any deed restrictions or covenants affecting this property/application?

Yes \_\_\_\_\_ (attach copy) NO \_\_\_\_\_

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13. ZONING SCHEDULE (complete all that apply)							
Minimum Lot Requirements				Accessory Uses			
	Required	Existing	Proposed		Required	Existing	Proposed
Lot Size				Accessory Structure Area			
Frontage				Accessory Structure Height			
Lot Depth				Accessory Structure Side			
Minimum Yard Requirements				Accessory Structure Rear			
Principal Structure Front Yard				Distance to Principal Bldg.			
P. Structure 2 <sup>nd</sup> Front Yard (corner lot)				Fence Height			
Principal Structure Side Yard				Shed Area			
Principal Structure 2 <sup>nd</sup> Side Yard (corner)				Shed Height (max allowed)			
Principal Structure Rear Yard				<b>Signage Requirements</b>			
Principal Building Height (max allowed)				Façade Sign			
Impervious Coverage Ratio				Freestanding Sign Area			
(maximum allowed)				Freestanding Sign Height			
<b>Parking Setbacks</b>				Functional Sign(s) area			
Parking Setback to non-residential				Building Façade Area			
Parking Setback to residential				Distance from Driveway			
Parking Setback to Right-of-Way				Distance from R.O.W.			

#### 14. PARKING & LOADING REQUIREMENTS

Number of parking spaces REQUIRED: \_\_\_\_\_ Number of loading spaces REQUIRED: \_\_\_\_\_

Number of Parking spaces PROPOSED: \_\_\_\_\_ Number of loading spaces PROPOSED: \_\_\_\_\_

#### 15. RELIEF REQUESTED (check all that apply)

Zoning Variances are requested.

Argument/reason for variance:

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Exceptions from Municipal Requirements are requested (*N.J.S.A. 40:55D-51*).\*

Exceptions from New Jersey Residential Site Improvement Standards (R.S.I.S.) are requested (*N.J.A.C. 5:21-3.1*).\*

Waivers from New Jersey Residential Site Improvement Standards (R.S.I.S.) are requested (*N.J.A.C. 5:21-3.2*).\*

Requires application to and approval of the New Jersey Site Improvement Advisory Board.

*\*For any type of the above relief requested, a separate exhibit should be attached stating the factual basis, legal theory, and/or previously granted relief.*

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**16. SIGNATURE OF APPLICANT**

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 authorized to sign the application for the Corporation, or a General Partner of the partnership application.

SWORN & SUBSCRIBED to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_  
\_\_\_\_\_  
(notary)

\_\_\_\_\_  
Applicant Signature Date

\_\_\_\_\_  
Print Name

**17. CONSENT OF OWNER**

I certify that I am the Owner of the property, \_\_\_\_\_ which is the subject of this application, hereby consent to the making of this application and the approval of 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 (if owned by a Corporation, a resolution must be attached authorizing the application and officer signature).

SWORN & SUBSCRIBED to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_  
\_\_\_\_\_  
(notary)

\_\_\_\_\_  
Signature (owner) Date

\_\_\_\_\_  
Print Name

**18. DISCLOSURE STATEMENT (circle all that apply)**

Pursuant to N.J.S.A. 40:55D-48.1 & 48.2, please answer the following questions:

- |   |     |    |
|---|-----|----|
| Is this application to subdivide a parcel of land into six (6) or more lots?                      | Yes | No |
| Is this application for a variance to construct a multiple dwelling of twenty-five or more units? | Yes | No |
| Is this application for approval of a site (or sites) for non-residential purposes?               | Yes | No |
| Is the applicant a corporation?   | Yes | No |
| Is the applicant a limited liability corporation?   | Yes | No |
| Is the applicant a partnership?   | Yes | No |

If you responded YES to any of the above, please answer the following (use additional sheets if necessary):

List the names and addresses of all stockholders or individual partners owning at least 10% in stock of any class or at least 10% of the interest in partnership (whichever is applicable).

Does a corporation or partnership own 10% or more of the stock in this corporation or partnership? If yes, list the names and addresses of stockholders of that corporation holding 10% or more of the stock or 10% or greater interest in that partnership (whichever is applicable). This requirement is to be followed by every corporate stockholder or partnership, until the names and addresses of the non-corporate stockholders and individual partners with 10% or more ownership have been listed.

**PLEASE COMPLETE TO OWNERSHIP DISCLOSURE STATEMENT IF YOU HAVE ANSWERED YES TO ANY QUESTION ABOVE.**



## 21. ESCROW AGREEMENT

THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_

Two Thousand and \_\_\_\_\_ between \_\_\_\_\_

Hereinafter referred to as "Applicant", and the PLANNING BOARD OR ZONING BOARD OF ADJUSTMENT OF THE TOWNSHIP OF PEMBERTON, hereinafter referred to as "Board", and the TOWNSHIP OF PEMBERTON, hereinafter referred to as "Township".

WHEREAS, Article 8, Section 190-61 of the Zoning Ordinance of Pemberton Township requires the applicant to establish an escrow whereby work required to be performed by professionals employed by the Board will be paid for by the Applicant as required under the provisions of the Ordinance listed above; and,

WHEREAS, the Applicant is required to establish one or more escrow accounts with the Township to cover professional and expert review and consultation fees and services, including testimony and meeting attendance associated with processing the application under said Ordinance; and,

WHEREAS, both parties feel that it is appropriate to reduce this understanding to written form.

WITNESSED:                    It is mutually agreed between the parties that:

### **Section 1.            PURPOSE**

The Board authorizes its professional staff to review, inspect, report and study all plans, documents, statements, improvements, and provisions made by the Applicant in conforming to the requirements of the Zoning Ordinance (Chapter 190). The Board directs its professional staff to make all oral and/or written reports to the Board of its conclusions and findings derived from the review, study, investigation and like or similar duties performed as elsewhere authorized including professional time allocated to such application at the Board's regular and special meetings. The Applicant agrees to pay all reasonable professional fees incurred by the Board for the performance of the duties outlined above.

### **Section 2.            ESCROW ESTABLISHED**

Applicant, Board and Township, in accordance with the provisions of this Agreement hereby create an escrow to be established with the designated Financial Officer to the Township of Pemberton.

### **Section 3.            ESCROW FUNDED**

Applicant by execution of this Agreement shall pay the Township to be deposited in the depository referred to in Section 2, such sums as are required by Township Ordinances. Execution of this Agreement by the Township acknowledges receipt of the sums referred to under this paragraph.

### **Section 4.            INCREASE IN ESCROW FUND**

If during the existence of this Escrow Agreement the funds held by the escrow holder fall below forty percent (40%) of the initial escrow deposit used to cover any voucher or bill submitted by the professional staff and reviewed and approved by Township, Applicant shall within seven (7) days from the date of receipt of written notice deposit additional sums with the escrow holder to cover the amount of the deficit referred to above.

Unless otherwise shown, receipt shall be presumed to have occurred three (3) days after mailing. The notice required under this paragraph shall be given by the Township Clerk or the Board's designee.

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**Section 5. BOARD OF REVIEW**

The Administrative Officer of the Board or other official designated by the Board shall review the vouchers submitted by the professionals to determine whether the services have been performed in the manner and to the degree required by this agreement. Upon making a determination that said services have been performed properly, said official shall process said vouchers in the same manner and under the same terms as are normally employed for vouchers submitted for work performed on behalf of the Township. At the conclusion of this processing the amounts specified in said vouchers shall be deducted by the escrow holder from the escrow established pursuant to this Agreement.

**Section 6. CONTEST OF REASONABLENESS**

Applicant agrees that the reasonableness of any fee or charge may be challenged by an appropriate legal action brought within forty-five (45) days from the date that the Applicant's escrow deposit balance is returned or forty-five (45) days from the date the developer receives notice that additional payments are requested to pay charges and fees not covered by the escrow deposit. Challenges to the reasonableness of charges and fees shall follow the procedure as defined in Section 40:55D-53.2a of the Municipal Land Use Law.

**Section 7. COLLECTION**

Should the Applicant fail to pay any sum required to be paid hereunder when due, Township shall be entitled to pursue all remedies at law or equity. Interest shall accrue at the rate of 18% per annum simple interest on all sums unpaid after the due date. The Township may collect a reasonable attorneys fee which shall not be less than \$500.00 should litigation for the purpose of collecting any sum be commenced.

**Section 8. INTEREST ALLOCATIONS**

Any and all interest which would result from or arise out of the deposits being made and held in escrow by the Applicant shall be held and dispersed as regulated under Section 40:55D-53.1 of the Municipal Land Use Law.

**Section 9. NOTICE**

The developer agrees that all notices or refunds shall be mailed to the following address:

\_\_\_\_\_  
\_\_\_\_\_

IN WITNESS WHEREOF the parties hereto have set their hands and seals to the date first written above.

APPLICANT\*

\_\_\_\_\_  
\*If the applicant is a corporation, this signature must be attested to by an attorney.

TOWNSHIP OF PEMBERTON

By: \_\_\_\_\_  
(Administrative Officer)



# TOWNSHIP OF PEMBERTON

## Planning Board and Zoning Board of Adjustment

Fee and Escrow payments are to be submitted separately.

**FEE SCHEDULE**  
(for additional fees see Ord. 190-61 rev. 9-2017)

APPLICATION TYPE	FILING FEE	ESCROW
Appeal Decision of Admin. Officer or Zoning Officer [40:55D-70(a)]	\$50.00	\$550.00
Interpretation of Zoning [40:55D-70(b)]	\$50.00	\$550.00
Determination of nonconforming use	\$200	\$650.00
Informal Review	\$50.00 if professional review requested	\$500.00 if professional review requested
Bulk Variance [40:55D-70(c)]		
Residential (Single-Family)	\$50.00	\$550.00
Commercial	\$150.00	\$800.00
Industrial	\$150.00	\$800.00
Use (d) Variance [40:55D-70(d)]		
Residential	\$50.00	\$550.00
Commercial	\$200.00	\$800.00
Industrial	\$250.00	\$800.00
Minor Site Plan	\$100.00	\$800.00
Preliminary Site Plan*	\$250.00	\$1,300.00 (+\$50/acre)
Final Site Plan*	\$200.00	\$800.00 (+\$20/acre)
Site Plan Waiver	\$100.00	\$350.00
Minor Subdivision Plan	\$100.00	\$300.00
Sketch Plat Major Subdivision	\$100.00	\$75.00/per lot
Preliminary Major Subdivision Plan*	\$100.00 (+\$20/per lot)	\$1,050.00 (+\$75/per lot)
Inspection Escrow		6% of engineer's est. of Improv.
Final Major Subdivision*	\$100.00 (+\$10/per lot)	\$550.00 (+\$25/per lot)
Inspection Escrow		6% of engineer's est. of Improv.
Request for Extension of Approval Prelim or Final	\$50.00	\$550.00
Rezoning	\$100.00	\$2,050.00
Conditional Use	\$200.00	\$400.00 per acre/ \$750.00 minimum
<b>PAYMENTS TO BE SUBMITTED</b>	<b>\$</b>	<b>\$</b>

\*Please note any Preliminary & Final Plans submitted in a single application require payment of both applicable fees.



# TOWNSHIP OF PEMBERTON

## Planning Board and Zoning Board of Adjustment

### OWNERSHIP DISCLOSURE STATEMENT

NAME OF CORPORATION, PARTNERSHIP, LLC OR LLP: \_\_\_\_\_

Listed below are the names and addresses of all owners of 10% or more of the stock/interest\* in the above referenced corporation, partnership, limited liability corporation (LLC) or limited liability partnership (LLP):

	NAME	ADDRESS
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

\*If a corporation or a partnership owns 10% or more of the stock of a corporation, or 10% or greater interest in a partnership, that corporation or partnership shall list the names and addresses of its stockholders holding 10% or more of its stock or of 10% or greater interest in the partnership, and this requirement shall be followed until the names and addresses of the non-corporate stockholders and individual partners, exceeding the 10% ownership criterion established have been listed.

SWORN & SUBSCRIBED to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
 \_\_\_\_\_ (notary)

\_\_\_\_\_  
 Signature of Officer/Partner Date

\_\_\_\_\_  
 Title

E.

**NOTICE OF HEARING**

**NOTICE OF HEARING TO PROPERTY OWNERS WITHIN 200 FEET**

TO: \_\_\_\_\_

OWNER(S) OF PREMISES AT: BLOCK \_\_\_\_\_ Lot(s) \_\_\_\_\_

**PLEASE TAKE NOTICE**

The undersigned has applied to the Pemberton Township \_\_\_\_\_ Board for a  
\_\_\_\_\_

and any other variances or waivers that may be required to permit \_\_\_\_\_

on Block \_\_\_\_\_, Lot(s) \_\_\_\_\_, commonly known as  
\_\_\_\_\_

Which is within 200 feet of property that you own. A public hearing on the application has been scheduled for \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_ P.M. at the Pemberton Township Municipal Building, 500 Pemberton Browns Mills Road, New Lisbon, NJ 08064, at which time you may appear either in person or represented by an attorney and present any objections that you may have to the granting of this application. This notice is being sent to you by the applicant, under the order of the Zoning Board of Adjustment or the Planning Board. The application and related materials will be available for inspection in the Planning/Zoning Office located at the Municipal Township Building after \_\_\_\_\_, 20\_\_\_\_ between the hours of 8:00 A.M. and 4:30 P.M.

Further take notice that said Board may at its discretion, adjourn, postpone, or continue the said hearings from time to time, and you are hereby notified that you should make diligent inquiry of the Board Business Secretary concerning such adjournments, postponements, or continuations.

\_\_\_\_\_  
APPLICANT

**PUBLIC NOTICE**

*PLEASE CHECK WITH THE BURLINGTON COUNTY TIMES FOR THEIR DEADLINE FOR LEGAL ADS*

**PUBLIC NOTICE**

The undersigned has applied to the Pemberton Township \_\_\_\_\_ Board for a

\_\_\_\_\_

and any other variances or waivers that may be required to permit \_\_\_\_\_

\_\_\_\_\_ on Block \_\_\_\_\_, Lot(s) \_\_\_\_\_, commonly known as \_\_\_\_\_

A public hearing on the application has been scheduled

for \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_ P.M. at the Pemberton Township Municipal Building, 500 Pemberton Browns Mills Road, New Lisbon, NJ 08064, at which time you may appear either in person or represented by an attorney and present any objections that you may have to the granting of this application. This notice is being sent to you by the applicant, under the order of the Zoning Board of Adjustment or the Planning Board. The application and related materials will be available for inspection in

the Planning/Zoning Office located at the Municipal Township Building after \_\_\_\_\_, 20\_\_\_\_ between the hours of 8:00 A.M. and 4:30 P.M.

Further take notice that said Board may at its discretion, adjourn, postpone, or continue the said hearings from time to time, and you are hereby notified that you should make diligent inquiry of the Board Business Secretary concerning such adjournments, postponements, or continuations.

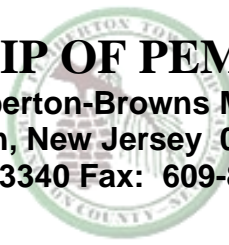
\_\_\_\_\_  
APPLICANT

\_\_\_\_\_  
SIGNATURE



# TOWNSHIP OF PEMBERTON

500 Pemberton-Browns Mills Road  
Pemberton, New Jersey 08068-1539  
609-894-3340 Fax: 609-894-7976



## CONSENT TO ASSUME LIABILITY Relative to (45 day) Time Frame for Appeal

### PROPERTY INVOLVED:

APPLICANT'S NAME: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

BLOCK(s): \_\_\_\_\_ LOT(s): \_\_\_\_\_

APPLICATION No.: \_\_\_\_\_

NATURE OF RELIEF OR VARIANCES REQUESTED: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The undersigned applicant, or attorney on behalf of the applicant, hereby acknowledges that the time frame for appeal of the decision of the Pemberton Township Planning Board or Zoning Board of Adjustment, relative to the above mentioned application, has not expired pursuant to N.J.S.A. 40:55d-17. The applicant agrees that he/she will not hold Pemberton Township liable for any damages arising from the use of the property prior to the appeal period having expired.

SWORN & SUBSCRIBED to before me this  
\_\_\_\_\_ day of \_\_\_\_\_,  
20\_\_\_\_\_  
  
(notary)

\_\_\_\_\_  
APPLICANT/ATTORNEY

\_\_\_\_\_  
DATE

**REQUEST FOR LIST OF ADJOINING PROPERTY OWNERS**

TO: Tax Assessor, Pemberton Township

I intend to file an application with the Pemberton Township Planning Board or Zoning Board of Adjustment and will need your office to prepare a list of property owners within two hundred (200') feet of the following subject property for me. I understand that there is a fee for the preparation of this list. The Office of the Tax Assessor will determine the fee required.

ADDRESS: \_\_\_\_\_

OWNER: \_\_\_\_\_

BLOCK(S): \_\_\_\_\_

LOT(S): \_\_\_\_\_

REQUESTOR'S NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

I will need this list by no later \_\_\_\_\_.

Thank you.