

LAND USE AND DEVELOPMENT

60 Attachment 14

**Pittsgrove Township Development Regulations Ordinance
Checklist**

**Schedule "A" - General Requirements
[Amended 12-8-2009 by Ord. No. 15-2009]**

Instructions: Fill in the name of the applicant or the development and date below. Then using the column of brackets at left place the appropriate letter that corresponds to the status of the item requested. An application shall not be considered complete until all the materials and information specified below have been submitted and found complete by the Land Use Board.

Name of Applicant or Development _____ **Date:** _____

C - Complete I - Incomplete NA - Not Applicable WR - Waiver Requested

Applicant's Response		Official Use Only
[]	1. Eighteen copies of the appropriate application form(s), completely filled in and signed by the applicant.	[]
[]	2. A statement from the Township Tax Collector's office indicating tax status for properties involved in application.	[]
[]	3. Receipt indicating that fees are paid.	[]
[]	4. Eighteen copies of all plans (folded) and all other application materials, except where otherwise specified in an applicable Checklist Schedule.	[]
[]	5. A copy of the deed or other instrument of record confirming the current ownership of the subject property, an affidavit confirming the applicant's ownership or other interest in the subject property (e.g., owner, tenant, contact purchaser, lien holder) and, for nonowner applicants, a copy of the document creating the applicant's interest in the subject property, including recording information (recording dates and book and page numbers). Prices may be deleted.	[]
[]	6. If a corporation or partnership, list the names and addresses of all stockholders or individual partners owning at least 10% of its stock of any class, as required by N.J.S.A. 40:55D-48.2 et seq.	[]
[]	7. Names and addresses of witnesses and their expertise, if any.	[]
[]	8. Statement as to any application, requirements for which waiver is sought, together with a statement of reasons why waivers should be granted.	[]
[]	9. A list of all other requirements or standards of the Township Development Regulations Ordinance that are not met by the	[]

PITTSBORO CODE

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application and for which a waiver or variance are sought.	
[] 10. A letter of interpretation from the New Jersey Department of Environmental Protection stating that there is no freshwater wetland or freshwater wetland transition area within the subject property or, in the alternative, a New Jersey Department of Environmental Protection verification of the freshwater wetland and freshwater wetland transition area boundary delineations on the subject property. An applicant may request a waiver from this submission requirement by providing a signed certification by a New-Jersey-licensed professional surveyor confirming that:	
a. The certifying New Jersey-licensed professional surveyor has personally visited the subject property and conducted a site investigation as necessary to determine that there are no freshwater wetlands or transition areas on the subject property.	
b. The certifying New Jersey-licensed professional surveyor has examined the subject property on the national wetlands inventory map.	
c. The certifying New Jersey-licensed professional surveyor has reviewed the soils on the subject property as set forth in the Salem County Soil Survey Map as issued by the United States Department of Agriculture.	
d. The certifying New Jersey-licensed professional surveyor has certified that there are no freshwater wetlands or freshwater wetland transition areas on the subject property.	[]
[] 11. Complete copies of all recorded easements, covenants and restrictions affecting the property, including recording information (recording dates and book and page numbers).	[]
[] 12. Complete copies of all resolutions of prior Pittsgrove Township Planning Board or Zoning Board of Adjustment approvals or denials relating to the property.	[]