

LAND USE AND DEVELOPMENT

102 Attachment 1

Township of Bethlehem

**PLANNING BOARD
APPLICATION FORM**

[Amended 10-5-2006 by Ord. No. 255-37-2-2006]

**Township of Bethlehem
405 Mine Road
Asbury, New Jersey 08802**

Date of Application: _____

Township Application Number: _____

Jurisdiction: Planning Board

Application Type: (Check all that apply)

	Concept Site Plan or Subdivision		Lot Line Adjustment
	Minor Site Plan		Minor Subdivision
	Preliminary Major Site Plan		Preliminary Major Subdivision
	Final Major Site Plan		Final Major Subdivision
	Amended Plan		

General Information:

Project Name: _____

Applicant	Company Name	
	Contact Person	
	Address	
	Phone	
	Status	<input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Individual

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Owner	Company Name	
	Contact Person	
	Address	
	Phone	
	Status	<input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Individual
Site	Address	
	Block(s)	Lot(s)
	Is this property the subject of any pending litigation?	Y/N
	Has this property been the subject of any previous development applications or approvals?	Y/N
	Please describe and provide dates for any litigation or previous approvals:	

Description of Proposed Development:

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 if necessary]

Compliance with Land Development Ordinance:

The applicant should indicate how the proposed development conforms or deviates from the requirements of the Bethlehem Land Use Ordinance. This table must be completed in order for an application to be certified as complete. If not applicable indicate N/A.

Zoning:

Use	Existing	Proposed	Permitted ?
Principal Use(s)			
Accessory Use(s)			

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Requirement	Required	Proposed	Complies?
Lot Area			
Lot Frontage			
Lot Width			
Lot Depth			
Front Yard			
Side Yard			
Rear Yard			
Floor Area Ratio			
Impervious Coverage			
Off-Street Parking			
Area of Disturbance			
Other			

Waivers from the Design Standards of the Land Use Ordinance: *(Attach additional sheets if necessary)*

Standard	Required	Proposed

Property Restrictions:

Indicate the existence of any existing or proposed restrictions:

Restriction	Description	Yes	No	Copy Attached
Covenants				
Easements				
Association by-laws				
Deed Restrictions				
Developer's Agreement				

Note: All deed restrictions, covenants, easements, association by-laws, 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.

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Infrastructure:

Water	Proposed development will be served by public water	Y	N
	Proposed development will be served by an existing well	Y	N
	Proposed development will be served by a proposed well	Y	N
Sanitary Waste	Proposed development will be served by an existing subsurface septic disposal system	Y	N
	Proposed development will be served by proposed subsurface septic disposal system	Y	N
	Proposed development will be served by public sanitary sewer	Y	N
	Proposed development requires an extension of the existing sanitary sewer system (excluding laterals)	Y	N
	Proposed development will be served by an on-site package treatment plant	Y	N
	Proposed development is within a sewer service area	Y	N
Streets	Proposed development requires construction of a new street(s)	Y	N
	Proposed development requires extension of an existing street(s)	Y	N
Off-Tract	Proposed development requires the construction or extension of off-tract improvements	Y	N

Subdivisions:

Are any new lots being created?	Y	N
Has this property been the subject of a subdivision application that was approved within the last year?	Y	N
Have the block/lot numbers shown on the plates been approved by the Tax Assessor?	Y	N
In the case of a minor subdivision, will the development be filed by plat or by deed?	DEED	PLAT

Professional Consultants:

List all professional consultants who have prepared this submission and who will be providing public testimony during public hearings. The resume of each professional employed by the applicant is to be on file in the Office of the Land Use Board.

Attorney	Company Name	
	Contact Person	
	Address	
	Phone/ Fax	

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Professional Planner	Company Name
	Contact Person
	Address
	Phone/ Fax
Professional Engineer	Company Name
	Contact Person
	Address
	Phone/ Fax
Environmental Consultant	Company Name
	Contact Person
	Address
	Phone/ Fax
Certified Landscape Architect	Company Name
	Contact Person
	Address
	Phone/Fax
Professional Land Surveyor	Company Name
	Contact Person
	Address
	Phone/ Fax
Others	Company Name
	Contact Person
	Address
	Phone/ Fax

Documentation:

List all plans, reports, exhibits, and other information that is being submitted to support the development application. Attach additional pages if necessary. (submit 20 copies of folder plans, not rolled)

Document	Prepared By

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Disclosure of Corporate/Partnership Interest:

Pursuant to N.J.S.A. 40:55D-48.1, the names and addresses of all persons owning 10% or more of the stock in a corporate applicant or 10% interest in any other partnership applicant must be disclosed. In accordance with N.J.S.A. 40:55D-48.2 that disclosure requirement applies to any corporation or partner which owns 10% or more interest in the applicant followed up the chain of ownership until the names and addresses of the noncorporate stockholders and partners meeting the ten-percent ownership criterion have been disclosed. A statement of permission from the applicant/property owner for site walk of the property is to be on file in the office of the Land Use Board.

Name	Address	Interest

[Attach additional pages as necessary to fully comply]

Outside Agencies:

Indicate other agencies that may be reviewing this application and the status of each:

Agency	Date Submitted	Status
Hunterdon County Planning Board		
Hunterdon County Soil Conservation District		
Hunterdon County Board of Health		
New Jersey Department of Transportation		
New Jersey Department of Environmental Protection:		
Wetland Letter of Interpretation		
Freshwater Wetland General Permits		
Freshwater Wetland Individual Permit		
Stream Encroachment		
Individual Subsurface Sewage Disposal System		
Treatment Works Approval		
Well Permit		
Dam Safety		
Highlands Exemption / Approval		
Other		

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Fees:

Indicate the amount of application fees and development review escrow funds that are being submitted with this application and calculations:

Application Fee(s)	
Development Review Escrow	

Provide the following information in order to confirm the amount of **non-refundable** application fees and development review escrow that is required.

Total Number of Lots (subdivisions only)	
Total Building Area(s) in Square Feet (site plans only)	
Total Site Area in Square Feet (site plans only)	
Total Area of Disturbance In Square Feet	
Preliminary Application Fee (amended/final subdivisions & site plans only)	
Preliminary Escrow Deposits (amended/final subdivisions & site plans only)	

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CERTIFICATIONS

Applicant's Certification:

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 and authorized to sign on behalf of the partnership.

[If the applicant is a corporation an authorized corporate officer must sign this. 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

Property Owner's Consent to Application (If owner is other than applicant):

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 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. I certify that I am authorized by the corporation/partnership to sign this certification.

[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 to and subscribed
before me this _____ day
of _____, 20__.

NOTARY PUBLIC

SIGNATURE OF APPLICANT

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AFFIDAVIT CONCERNING PERSONS TO BE SERVED,
DATE AND TYPE OF SERVICE, AND FORM OF NOTICE

Re: Application of (Name of applicant)
To the Bethlehem Township Planning Board
Block _____ Lot _____

State of New Jersey:

ss:

County of Hunterdon:

(Name of applicant or person signing affidavit), of full age, being duly sworn, according to law, deposes and says that s/he did on (date), at least ten (10) days prior to the hearing date, give personal notice to all property owners within 200 feet of the property affected by the above referenced application. Said notice was given either by handing a copy to the property owner, or by sending said notice by certified mail. Copies of the registered receipts are attached hereto.

Notices were also served upon: (Check if applicable)

- 1. The Clerk of the (Municipality) of _____
- 2. County Planning Board
- 3. The Director of the Division of State and Regional Planning
- 4. The Department of Transportation
- 5. The Clerk of Adjoining Municipalities

A copy of said notices are attached hereto and marked "Exhibit A."

Notice was also published in the _____, the official newspaper of the Municipality as required by law.

Attached to this affidavit and marked "Exhibit B" is a list of owners of property within 200 feet of the affected property who were served, showing the block and lot numbers of each property as same appear on the municipal tax map, and also a copy of the certified list of such owners prepared by the Tax Assessor of the Municipality, which is marked "Exhibit C".

There is also attached a copy of the proof of publication of notice in the official newspaper of the Municipality, which is marked "Exhibit D".

Signature of Applicant

Sworn and subscribed to
before me this _____
day of _____
20_____.

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PERMISSION FOR A SITE WALK

Application: _____

Site Address: _____

Block _____

Lot _____

PURSUANT TO THE BETHLEHEM TOWNSHIP PLANNING BOARD BYLAWS

Site inspection of the applicant's property to be developed (property) is recommended for all Planning Board Members, representatives of all municipal, county, state, federal or other regulatory agencies required to review the application for development and consultants and experts hired by the Planning Board and government or regulatory agencies. Applications for development include the submission of permission for individuals to physically inspect the property and permission is therefore granted to enter and inspect the property and buildings. The applicant shall be notified of said inspection at least three (3) days prior to the site inspection and shall have the right to be present at the time of site inspection, accompanied by the applicant's attorney and other representatives. Further, the applicant shall be advised that any information obtained from the site inspection and facts respecting the physical situation of the property that may be disclosed by the inspection may be placed on the record at the time of public hearing and used as a basis, in whole or in part, for the decision of the Board.

I (WE) HEREBY GRANT PERMISSION FOR SITE WALKS AS A PART OF THIS APPLICATION.

Applicant's Signature (or authorized representative)

Date

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Steven M. Davis, CTC
Tax Collector

OFFICE HOURS:
Tuesday and Thursday
8:30AM - 3:30PM



PHONE:908-735-4107 ext. 106
FAX: (908)735-0485

EMAIL:
taxcollector@bethlehem-twp.org

405 Mine Road, Asbury, NJ 08802

Certification of Property Tax Status

Block _____ Lot _____ Qual. _____

Address _____

Owner _____

I hereby certify that the property taxes on the above referenced property are paid in full through the _____ Quarter of 20_____ with the following exceptions:

Taxes

Year-Quarter	Due Date	Principal Due
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Liens

Certificate #	Sale Date	Principal Due
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(Any amounts due above may be subject to additional interest, costs and/or penalties. Payoff figures may be obtained from the Tax Collector's Office.)

Steven M. Davis, Tax Collector

Date

NOTE: This certification is not an Official Tax Search. The information contained herein should not be considered reliable except to the extent that it represents a good faith estimate of the status of real estate taxes in Bethlehem Township on the referenced property. This document is made for the sole use of conducting official business with a New Jersey state, county or local government agency or related board. Any other use shall make this certification void.

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Land Development Application #: _____

Application name: _____

Block: _____ Lots: _____

Developer's name: _____

Developer's address: _____

Pursuant to §102-53 of the Township of Bethlehem Code, the undersigned hereby agrees to pay for the cost of professional services, including but not limited to engineering, professional planning and legal services, necessary to review the developer's application as captioned above.

Name (print or type legibly)

Applicant's Signature Date

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DEVELOPER FUNDS TRANSMITTAL				
COMPLETE ALL BLANKS ON NEW APPLICATION				
_____	PLANNING BOARD			
_____	CLERK			
NAME				
STREET				
ADDRESS				
CITY, STATE, ZIP				
PHONE NUMBER				
CONTACT NAME				
TAX ID#				
PROJECT NAME				
PROJECT NO				
BLOCK	LOT			
_____	* APPLICATION FEE in the amount of \$			
_____	* REVIEW ESCROW in the amount of \$			
_____	* INSPECTION ESCROW in the amount of \$			
_____	* PERFORMANCE GUARANTEE in the amount of \$			
		PURPOSE		
* FOR ALL DEPOSITS OF \$5,000 OR MORE MUST INCLUDE TAX ID NUMBER!				

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ASSIGNMENT OF LOT NUMBERS PURSUANT TO
SUBDIVISION APPLICATION

TO BE COMPLETED BY APPLICANT:

Original Block and Lot _____

Owner's name _____

Address _____

Applicant's name _____

Address _____

Minor _____ Major _____ Subdivision _____

(Copy of proposed subdivision must accompany this lot number assignment request)

TO BE COMPLETED BY ASSESSOR:

Proposed Block and Lot _____

Property subject to rollback taxes: Yes _____ No _____

Date: _____

Eloise J. Hagaman, Tax Assessor