

**TOWNSHIP OF COLTS NECK
COMMITTEE MEETING
MARCH 28, 2012
7:30 P.M. AT TOWN HALL**

CALL MEETING TO ORDER

SALUTE TO THE FLAG

“THE NOTICE REQUIREMENTS OF THE NEW JERSEY PUBLIC MEETINGS LAW HAVE BEEN SATISFIED BY FORWARDING A “NEWS RELEASE” TO THE ASBURY PARK PRESS ON DECEMBER 14, 2011 STATING THAT A MEETING OF THE COLTS NECK TOWNSHIP COMMITTEE WOULD BE HELD ON MARCH 28, 2012 AT 7:30 P.M., TOWN HALL. THE NOTICE REQUIREMENTS HAVE BEEN POSTED ON THE TOWNSHIP BULLETIN BOARD, AND A COPY IS ON FILE IN THE OFFICE OF THE TOWNSHIP CLERK.”

THOSE MATTERS MARKED WITH AN ASTERISK (*) ARE CONSIDERED ROUTINE IN NATURE AND WILL BE CONSIDERED IN ONE MOTION BY THE TOWNSHIP COMMITTEE AS A CONSENT AGENDA PURSUANT TO LOCAL ORDINANCE.

ROLL CALL

1. **APPROVAL OF MINUTES OF MARCH 14, 2012**
COMMENTS
MOTION TO APPROVE
ROLL CALL

2. **ANNOUNCEMENT:** THE APRIL 11TH TOWNSHIP COMMITTEE MEETING HAS BEEN CANCELLED AND RESCHEDULED FOR TUESDAY, APRIL 17TH

3. **PREPARED STATEMENT:** STATE DEPARTMENT OF TRANSPORTATION APPROVAL OF TRUMP NATIONAL GOLF CLUB HELISTOP – MAYOR JARRETT ENGEL

4. **PRESENTATION:** EASEMENT VACATION – STONE HILL ROAD, BLOCK 44.01, LOT 9.10 – MR. A. J. GARITO, P.E.

5. **ORDINANCE 2012-5:** AN ORDINANCE OF THE TOWNSHIP OF COLTS NECK IN THE COUNTY OF MONMOUTH AND THE STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING CHAPTER 102 OF THE CODE OF THE TOWNSHIP OF COLTS NECK ENTITLED, “DEVELOPMENT REGULATIONS”
2ND READING BY TITLE
COMMENTS
OPEN PUBLIC HEARING
CLOSE PUBLIC HEARING
MOTION TO APPROVE
ROLL CALL

6. **ORDINANCE 2012-6:** AN ORDINANCE OF THE TOWNSHIP OF COLTS NECK IN THE COUNTY OF MONMOUTH AND THE STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING CHAPTER 102 OF THE CODE OF THE TOWNSHIP OF COLTS NECK ENTITLED, "DEVELOPMENT REGULATIONS", TO ESTABISH NEW SECTION 71.1, "SITE INVESTIGATION AND SOIL SAMPLING"

2ND READING BY TITLE

COMMENTS

OPEN PUBLIC HEARING

CLOSE PUBLIC HEARING

MOTION TO APPROVE

ROLL CALL

7. **ORDINANCE 2012-7:** AN ORDINANCE AMENDING CHAPTER 41, MISCELLANEOUS FEES (FILM PERMIT).

2ND READING BY TITLE

COMMENTS

OPEN PUBLIC HEARING

CLOSE PUBLIC HEARING

MOTION TO APPROVE

ROLL CALL

8. **RESOLUTION 2012-52:** RESOLUTION AUTHORIZING FORMAL TRANSFER OF FUNDS – 2011 MUNICIPAL BUDGET

COMMENTS

MOTION TO APPROVE

ROLL CALL

9. **RESOLUTION 2012-53:** RESOLUTION CONFIRMING SHARED SERVICES AGREEMENT WITH TOWNSHIP OF MARLBORO FOR USE OF MARLBORO SWIM CLUB

COMMENTS

MOTION TO APPROVE

ROLL CALL

10. **ADMINISTRATIVE REPORT**

11. **MOTION TO APPROVE VOUCHERS**

COMMENTS

MOTION TO APPROVE

ROLL CALL

12. TOWNSHIP COMMITTEE REPORTS

13. COMMENTS FROM THE PUBLIC

14. MOTION TO ADJOURN

COMMENTS

MOTION TO APPROVE

ROLL CALL

*THE NEXT TOWNSHIP COMMITTEE MEETING IS
TUESDAY, APRIL 17, 2012, 7:30 P.M.,
TOWN HALL, 124 CEDAR DRIVE, COLTS NECK, NJ*

ORDINANCE 2012-5

**AN ORDINANCE OF THE TOWNSHIP OF COLTS NECK IN THE COUNTY OF
MONMOUTH AND THE STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING
CHAPTER 102 OF THE CODE OF THE TOWNSHIP OF COLTS NECK ENTITLED
“DEVELOPMENT REGULATIONS”**

WHEREAS, on April 23, 1997 the Colts Neck Township Committee amended in its entirety Chapter 102, Development Regulations of the Code of the Township of Colts Neck; and

WHEREAS, the Township of Colts Neck is continuously and closely involved in the planning and development process in the Township; and

WHEREAS, the one of the purposes of planning is to review the Township’s policies and Development Regulations based on best available information and past experiences and to adopt regulations to guide the use of lands in a manner that promotes the public good and general public welfare; and

WHEREAS, the Township Committee has identified several omissions in the Township definitions, Zoning Review process and completion checklist requirements where the current ordinance requirements do not necessarily conform to current Township policies and procedures; and

WHEREAS, the Township Committee finds that updating Township ordinances to conform to current Township policies and procedures is in the best interest of the public good and general public interest by providing a predictable development process to promote good civic design and create a desirable living environment.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Colts Neck, County of Monmouth, State of New Jersey follows: (additions to text indicated by underline, deletions to text indicated by ~~strikeout~~).

SECTION I That Section 102-4 “Definitions” be amended and supplement as following:

APPLICATION FOR DEVELOPMENT – The application form and all accompanying documents, ~~fees and escrow deposits~~ required by ordinance for approval of a subdivision plat, site plan, planned development, conditional use, Zoning Approval, zoning variance or direction of the issuance of a permit pursuant to Article IV, Administrative Provisions, of this chapter, that has been issued a Certificate of Completeness by the appropriate approving authority. Until the application is deemed complete, the materials filed shall be considered an Application for Submission.

APPLICATION FOR SUBMISSION – The filing of the application form and all accompanying documents, fees, escrow deposits required by ordinance for determination if an application is deemed complete for review and considered a submission.

CHANGE IN USE – means

1. Any change from an industrial use to any other industrial use or to any other use category;
2. Any increase in the number of dwelling units in a structure or on a lot;
3. Any change from any non-residential use to any other use for which any standard set forth in this Chapter is greater or more restrictive;
4. Any change from a residential use to any non-residential use;
5. Any change in use from any existing or permitted use to any conditional use;
6. Any change in activity that requires three or more off-street parking spaces;

7. Any change from any existing or permitted use to any permitted use which can be classified as being in a category lower on the following list than was original use:

Single Family Residential
Two Family Residential
Multi-Family Residential
Business Office, Professional Office or Retail Store
Medical Office
Industrial

COMPLETE APPLICATION FOR PURPOSE OF DETERMINING TIME PERIOD FOR ACTION – An application for development shall be deemed complete for the purpose of commencing the applicable time period for action by the approving authority when a completed application, checklist and all documents, data and information required therein has been submitted and so certified by the approving authority or its authorized committee or designee. In the event that the approving authority, committee or designee does not certify the application to be complete within 45 days of its submission or within such further time as may be consented to by the applicant, the application shall be deemed complete upon the expiration of the forty-five-day period for purposes of commencing the applicable time period, unless the application lacks information indicated on a checklist adopted by ordinance and provided to the applicant and the approving authority or its authorize committee or designee has notified the applicant, in writing, of the deficiencies in the application within 45 days of submission of the application. The applicant may request that one or more of the submission requirements be waived, in which event the approving authority or its authorized committee shall grant or deny the request for a waiver within 45 days. Nothing herein shall be construed as diminishing the applicant’s obligation to prove in the application process that he or she is entitled to approval of the application. The approving authority may subsequently require the correction of any information found to be in error or incomplete and the submission of additional information, specified or not specified in this chapter but not included in the certified application, or any revisions in or addition to the accompanying documents as are reasonably necessary to make an informed decision as to whether the requirements necessary for approval of the application for development have been met. The application shall not be deemed incomplete for lack of any such additional information or any revisions in the accompanying documents so required by the approving authority. As used herein, the words “submission of complete application” or “complete application” shall mean an application that has been certified as a complete application. ~~The submission date shall be the date the application, checklist(s) and required plats, data and documents and information are physically received by the administrative officer, initialed by same and date stamped.~~

EXEMPTED DEVELOPMENT – means that subdivision approval, site plan approval, planned development, conditional use permit, zoning variance, direction of the issuance of a permit pursuant to Article IV, Administrative Provisions of this chapter or Township Engineer’s Major Development Grading and Drainage Review is required prior to the issuance of Zoning Approval.

SUBMISSION – An application for development shall not be accepted as a “submission” until it is certified as a complete application by the approving authority. Until the application is deemed complete, the material filed shall be considered an Application for Submission.

SECTION II That Section 102-8. “Zoning Board of Adjustment”, Subsection H be amended and supplemented as follows:

- H. To be considered for discussion at a regular meeting of the Zoning Board of Adjustment, ~~written~~ the application and supporting documents, including required plats, checklist(s), maps, W-9 Taxpayer Identification Number and Certification, Developer’s Escrow Agreement, Hold Harmless Indemnification, Architectural Review Committee form, plot plan drawing to scale showing the proposed land improvement as well as all existing site improvements including building, signs, driveway parking areas, pool, sheds, patio, etc., floorplans and elevations of all existing and proposed buildings and all other information required under the provisions of this chapter, and certification from the Township Tax Collector stating that all taxes levied against the property in question have been paid to date, together with the fee, shall be submitted to the administrative officer at least 10 working days prior to the meeting and in the following quantities:

- (1) existing text to remain
- (2) existing text to remain
- (3) existing text to remain

SECTION III That Chapter 102, "Development Regulations," Article V, "Development Review Procedures and Plat Details be amended and supplemented to add new Section 102-32.1. Application for Zoning Review as follows;

§102-32.1 Application for Zoning Review

- A. For all applications for Development a Colts Neck Township Zoning Application shall first be made to the Administrative Officer (Zoning Officer) for issuance of a Zoning Approval by any person wishing to undertake any regulated activity.
- B. If the Administrative Officer (Zoning Officer) determines that the proposed undertaking is an "exempt development" which conforms in all aspects to the requirements of this Chapter and does not require direction for issuance of a Building Permit pursuant to N.J.S.A. 40:55D-34, or 40:55D-35 the Application for Zoning Approval shall be issued and the applicant may then apply for a Building Permit and/or other permits that may be required.
- C. If the Administrative Officer (Zoning Officer) determines that the proposed undertaking is an "exempt development" but does not conform in all aspects to the requirements of this Chapter and/or requires direction for issuance of a Building Permit pursuant to N.J.S.A. 40:55D-34, or 40:55D-35 the applicant shall be instructed that Board of Adjustment approval of an application for zoning variance and/or direction for issuance of a Building Permit pursuant to N.J.S.A. 40:55D-34 and N.J.S.A. 40:55D-35 is required before Zoning Approval may be issued allowing the applicant to apply for a Building Permit and/or other permits that may be required .
- D. A Colts Neck Township Zoning Application shall be in writing by the owner or his authorized agent and include the following:
 1. A completed Colts Neck Township Zoning Application form and application fee pursuant to §102-15
 2. A statement of the use or intended use or uses of the building, structure or land.
 3. Two sets of elevations and floor plans drawn to scale of the building or structures to be erected including signs to be placed thereon and their content and manner of construction.
 4. Two copies of a plot plan drawn to scale showing the proposed land improvement as well as all existing site improvements including buildings, signs, driveways, parking areas, pool, sheds, patios, etc. with their setbacks and yard distances in exact location to street and lot lines.
 5. The proportion of existing and proposed lot coverage.
 6. Applications involving a major development pursuant to §102-46.4 Stormwater management shall submit a grading and drainage plan for the Township Engineer's review and approval.
- E. The Administrative Officer (Zoning Officer) shall take action on a complete application for a development within ten business days of its submission.
- F. If the Administrative Officer determines that the proposed undertaking is not an "exempt development" the applicant shall be instructed that Planning Board or Board of Adjustment approval of an application for development is required. The Zoning Officer shall further advise the applicant which Board has jurisdiction over the Application for Development and which approvals are required.
- G. The Planning Board or Board of Adjustment shall hear and act upon any requests for granting of variances, conditional use approval and/or direction for issuance of a Building Permit at the same time that they hear and act upon a minor subdivision, preliminary plat of a major subdivision, a minor site plan, or a preliminary plat of a

major site plan. Such simultaneous action may be taken in conjunction with a final plat of a major subdivision or final major site plan if revisions in the plat subsequent to preliminary plat approval shall have created the need for such simultaneous action or if the application is for combined preliminary and final plat approval.

SECTION IV That Section 102-34. "Submission of sketch plat, minor subdivision plat or minor site plan subsection A. Filing procedures be amended and supplemented in the following parts only:

A. Filing procedure

- (1) The developer shall file an Application for Submission with the administrative officer, at least 10 working days prior to the regular meeting of the approving authority, the fee, together with a minimum of eight ten copies of said sketch plat, minor subdivision plat or minor site plan prepared in accordance with the provisions of this chapter, ten color copies of an aerial photographic map depicting the entire tract and all surrounding areas within 1,000 feet; three copies of a Land Survey prepared by a Licensed Surveyor conducted no more than five years prior to the date of the application, three copies of a Freshwater Wetland Delineation Report, one copy of the sketch plat, minor subdivision plat or minor site plan reduced to an 11" x 17" paper and together with three completed application forms, W-9 Taxpayers Identification Number Certification, Developers Escrow Agreement, Erosion Control Agreement, Disclosure Statement, Hold Harmless form, Tax Collectors Certification and a Checklist No. 1 or Checklist No. 2, attached hereto, for classification of a sketch plat or classification and approval of a minor subdivision plat or classification and approval of a minor site plan. All resubmissions once an application is deemed complete for review shall be filed at least 14 days prior to the regular meeting.

SECTION V That Section 102-36. "Submission of a preliminary plat," Subsection A. Filing procedures be amended and supplement in the following parts only:

A. Filing procedure.

- (1) The developer shall ~~submit to file~~ file an Application for Submission with the administrative officer, at least ~~10~~ 45 days prior to the regular meeting of the approving authority ~~ten~~ 15 copies of the preliminary plat of the proposed development, prepared in accordance with the provisions of this chapter, ten color copies of an aerial photographic map depicting the entire tract and all surrounding areas within 1,000 feet, three copies of a Land Survey prepared by a Licensed Surveyor conducted not more than five years prior to the application, three copies of the Freshwater Wetland Delineation Report, one copy of the preliminary subdivision plat or preliminary site plan reduced to an 11" x 17" paper, three completed copies of the application forms and applicable checklist and three copies of any protective and/or restrictive covenants or deed restrictions applying to the land being developed. The application shall also be accompanied by three copies of the drainage calculations as prescribed in Part 3 and all other required documents, as well as the required fee(s) and escrow deposits.
- (2) The application shall be accompanied by three copies of the following: a completed application form, a completed and notarized Indemnification and Hold Harmless form or a certificate of insurance rendering the Township and its officers and engineer harmless from any loss due to damage resulting from the grading, drainage or development of the property and any off-site improvements and from any liability during construction; a properly executed and dated Colts Neck Township Erosion Control Agreement; a Tax Collector's Certification, a W-9 Taxpayers Identification Number and Certification; a Developers Escrow Agreement, a traffic engineer's study, if and as required by the Technical Review Committee or approving authority, analyzing peak hour impacts related to total traffic, turning movements related to the site, the impact on nearby intersections, changes in the level of service on the abutting or nearby roads and intersections, the adequacy of off-street parking and other data as may be

appropriate to the application, with conclusions for improvements such as but not limited to, right-of-way or pavement widening, lane channelization, traffic signal needs, traffic signage and sight distance improvements; and a complete Environmental Impact Report (EIR) in accordance with provisions of Part 3 of this chapter, together with any request for specific waivers. Any request(s) for waivers or an exemption of the entire EIR shall be accompanied by a written assessment supporting such request(s).

SECTION VI That Section 102-37. "Submission of final major subdivision plat or major site plan plat" Subsection A. Filing procedures be amended and supplemented in the following parts only;

- (1) The developer shall file an Application for Submission with the administrative officer, at least 10 working days prior to the regular meeting of the approving authority the fee, together with a translucent tracing cloth master copy of a final major subdivision and nine ten paper copies, ten color copies of an aerial photographic map depicting the entire tract and all surrounding areas within 1,000 feet, three copies of a Land Survey prepared by a Licensed Surveyor conducted not more than five years prior to the date of the application, three copies of the Freshwater Wetland Delineation Report, one copy of the final subdivision plat or final site plan reduced to an 11" x 17" paper and three completed application forms and Checklist No. 4, attached hereto, for final major subdivision or major site plan plats for which approval is requested, together with a performance or maintenance guaranty which meets the requirements of Article IV of this chapter, including guaranties for off-tract improvements, if any, and which has been accepted by the Township Committee; a certificate from the Township Tax Collector stating that all real estate taxes levied against the property being developed have been paid to date; a W-9 Taxpayers Identification Number and Certification; a Developers Escrow Agreement; an Erosion Control Agreement; a Disclosure Statement pursuant to N.J.S.A. 40:55D-48.1; a Hold Harmless Indemnification form; such other certificates of approval required by this chapter or by law; and a certificate from the administrative officer that all construction inspection fee bills rendered to the developer have been paid. A cloth master copy is not required for major site plan approval. All plats are to be prepared in accordance with provisions of this chapter. The developer shall pay the required fee. The developer shall also file 10 copies of the plats granted preliminary approval, reissued to show "For Final Approval" in the title and to show any changes since preliminary approval, including updating of the index sheet, in detail. For both major final subdivision and site plans, separate deeds of easement or other deeds contained in the conditional approval may be required prior to full approval. All resubmissions one an application is deemed complete fore review shall be filed at least 14 days prior to the regular meeting.

SECTION VII That Section 102-38B. "Minor subdivision plat for classification and approval" be amended and supplemented in the following parts only.

- (1) existing text to remain
 - (a) The entire tract(s) being subdivided, together with the acreage of the entire tract, the location and number of new lots being created, the square footage required and proposed area, dimensions, setbacks, total coverage, building coverage and building height of each lot and a copy of any existing or proposed covenants and deed restrictions applying to the land being subdivided.
 - (b) existing text to remain
 - (c) All buildings and structures and natural features, wetlands, and floodplains, special water resource protection areas, riparian buffers, wooded areas, streams, lakes, ponds and conservation, open space, drainage and utility right-of-way easements, landscape easements and all other easements within the limits of the tract(s) being subdivided and any within 200 feet thereof, including the location, size and direction of flow

of all streams, brooks, drainage structures and drainage rights-of-way and/or easements. All on-site structures shall contain a note indicating which will be destroyed or removed and the current/future use with front, side and rear dimensions for those to remain.

- (d) existing text to remain
- (e) existing text to remain
- (f) existing text to remain
- (g) A title block shall appear on all sheets and include the Tax Map sheet, block and lot number, application number, date of original and all revisions, name, signature, address, license number and embossed seal of all professionals who prepared the plat.
- (h) The date, meridian and graphic scale.
- (i) existing text to remain
- (j) existing text to remain
- (k) existing text to remain
- (l) existing text to remain
- (m) A key map showing the entire subdivision and its relation to surrounding areas, at a scale of not less than one inch equals four hundred feet.
- (n) North arrow and basis therefore with written and graphic scale
- (o) A map showing existing and proposed contour lines over the entire area of the site and within one hundred feet of the tract at two foot contour intervals. All elevations shall be related to the U.S. Coast and Geodetic Survey Datum and a grading plan and drainage calculations prepared in accordance with the requirements of §102-46.4 Stormwater management and certified by a Licensed Professional Engineer.
- (p) The location of all existing and proposed wells and septic systems on the property.
- (q) The location of individual trees with a DBH equal to or greater than ten inches shall be identified by size and species. All areas of intended tree removal shall be clearly labeled identifying each tree with a DBH equal to or greater than ten inches that is to be removed.
- (r) Plat certification and signature block

1. Certification of Consent is required on first sheet of all plans:

I hereby certify that I am the owner of record and that I concur with the plan as shown.

Name

Date

2. Minor Subdivision Plat filed by map

This is to certify that the Planning Board/Zoning Board of Adjustment of the Township of Colts Neck, Monmouth County, New Jersey is the proper authority to approve and has approved the attached map, and that said map complies with the provisions of Chapter 141 of the Laws of 1960 known as the "Map Filing Law". This map shall be filed in the Monmouth County Clerk's office on or before _____

20 which is one hundred ninety (190) days from the date of Minor Subdivision Approval by the Planning Board/Zoning Board of Adjustment of the Township of Colts Neck, Monmouth County, New Jersey.

Chairman

Secretary

SECTION VIII That Section 102-38C. "Sketch plat of a major subdivision submitted for Classification" be amended and supplemented in the following parts only:

- (1) The location of that portion which is to be subdivided in relation to the entire tract; general existing contour lines; all existing structures, freshwater wetlands, floodplains, riparian buffers and wooded areas within the portion to be subdivided and within 200 feet thereof; a tentative lot and street layout together with minimum required and proposed lot area, lot dimensions and lot setbacks and maximum allowed and proposed building and lot coverage calculations; all existing and proposed streets or roads and driveways and their conformance with the Route 34, Colts Neck, Highway Access Management Plan for developments located in the area included in that Plan; streams, ponds and watercourses; all existing and proposed easements on site and within 500 feet of the subdivision; and all building setback lines in each proposed lot.
- (2) existing text to remain
- (3) Sketch Plat Certification

It is hereby certified that on _____ day of _____ 20____ this map has been classified as a Sketch Plat of a Major/Minor Subdivision or Major /Minor Site Plan.

Secretary

Date

SECTION IX That Section 102-38D. "Preliminary major subdivision plats" be amended and supplemented in the following parts only:

- D. Preliminary major subdivision plat. The preliminary major subdivision plat shall be titled as such and shall be clearly and legibly drawn or reproduced at a scale of one inch equals 30 feet or less for a tract up to five acres in size, one inch equals 50 feet or less for a tract between five acres and 40 acres in size, one inch equals 100 feet or less for a tract between 40 acres and 150 acres and one inch equals 200 feet or less for a tract of 150 acres or more. For tracts of 40 acres or more, if grading and/or improvements are not clearly and accurately shown at these scales, then additional drawings at one inch equals 50 feet or larger shall be provided. Landscaping plans shall be of large enough scale so that individual plants can be reasonably located in the field. The plat shall be designed in compliance with the provisions of Parts 3 and 4 of this chapter and, in addition, shall show the following information:
 - (1) A key map showing the entire subdivision and its relation to surrounding areas, at a scale of not less than one inch equals 400 feet, and a north arrow and basis therefore.
 - (2) ~~A title-containing cover sheet identifying~~ the tract name and Tax Map sheet, block and lot number; application number, the date; the meridian; written and graphic scales; the names, addresses and signatures of the owner and subdivider; and the names of all property owners within 200 feet of the extreme limits of the subdivision, as well as a listing of all sheets in the set with the issue date, description and date of all revisions.
 - (3) The acreage of the tract to be subdivided to the nearest tenth of an acre and the number, location, and square footage, setbacks maximum lot coverage, maximum building coverage and maximum building height of all new lots

created, specifying the number and location of lots, as well as the number and location of units proposed for lower-income housing, if any.

- (4) A map showing existing and proposed contour lines over the entire area of the proposed subdivision and within 50 feet of the tract at consistent two-foot contour intervals, together with watercourses and an indication of the final disposal of the surface waters with arrows indicating the direction of surface water runoff. All elevations shall be related to United States Coast and Geodetic Survey Datum. All areas having a steep slope as defined herein shall be shaded or otherwise clearly identified on the contour map. The map shall indicate spot elevations and the source and date of the data and shall be signed and sealed by a licensed land surveyor or engineer in the State of New Jersey.
- (5) existing text to remain
- (6) All existing and proposed watercourses, including lakes freshwater wetlands, special water resource protection areas, riparian buffers, floodplains and ponds, shall be shown and accompanied by the following information or data:
 - (a) existing text to remain
 - (b) existing text to remain
 - [1] existing text to remain
 - [2] existing text to remain
 - [3] existing text to remain
 - [4] existing text to remain
 - [5] existing text to remain
 - [6] existing text to remain
 - (c) existing text to remain
 - (d) existing text to remain
 - (e) existing text to remain
 - (f) existing text to remain
 - (g) The preliminary plat shall show or be accompanied by plans and a Drainage Report prepared in accordance with §102-46.4, Stormwater management for any storm drainage systems, including the following:
 - [1] existing text to remain
 - [2] existing text to remain
- (7) The location of individual trees with a DBH equal to or greater than 10 inches shall be identified by size and species. All areas intended for tree removal and each tree with a DBH equal to or greater than 10 inches to be removed shall be clearly labeled. A tree protection detail and/or limit of disturbance line detail shall be provided. The proposed location of shade trees to be provided by the subdivider in accordance with §102-71, shade trees, wooded areas and landscaping, in Part 3 shall also be shown. All Landscaping Plans shall be prepared in accordance with the provisions of this chapter and shall show the location, species (both botanical and common name) size, number of each type of tree or shrub, the location, type and amount of each type of ground cover, plant list and planting details for trees, shrubs and ground cover.
- (8) existing text to remain

- (9) The name, location, width, purpose and extent of all easements, dedications and special areas, such as for conservation, landscaping, drainage, greenway, street rights-of-way, sight triangles, greenway access, wetlands, special water resource protection areas, riparian buffer, and/or floodplains, etc. Exact wording, as stated in the appropriate section of this chapter, shall be placed on the plats and referenced to the subject easement or dedication. A copy of any existing or proposed covenants and deed restrictions applying to the lands being subdivided shall be provided.
- (10) existing text to remain
- (11) Names, cross sections, center-line profiles and tentative grades of all proposed streets and existing streets internal to or abutting the subdivision based on the United States Coast and Geodetic Survey Datum, together with full information as to the final disposal of surface drainage. At intersections, sight triangles and the radii of curblines shall be clearly indicated. Construction details of all streets (curbing and pavement sections) shall be provided.
- (12) existing text to remain
- (13) existing text to remain
- (14) existing text to remain
- (15) existing text to remain
- (16) existing text to remain
- (17) existing text to remain
- (18) existing text to remain
- (19) All changes of the plat plan shall be consecutively numbered and bonded together on the left edge, and the first page shall contain a table showing the page number, title and latest issue date and all revision dates and a summary of reasons for reissuance for each sheet involved in the plat plans. The listing shall be updated each time a sheet is reissued. The name, signature, address, license number and embossed seal of all professionals who prepared the plat shall be provided on all sheets within the set of plans.
- (20) PLAT CERTIFICATIONS AND SIGNATURE BLOCKS

(a) Approved by the Planning Board/Zoning Board of Adjustment of the Township of Colts Neck on _____

<u>Chairman</u>	<u>Date</u>
<u>Secretary</u>	<u>Date</u>
<u>Engineer</u>	<u>Date</u>
<u>Planner</u>	<u>Date</u>

(b) Certification of Consent is required on first sheet of all plans:

I hereby certify that I am the owner of record and that I concur with the plan as shown.

Name

Date

SECTION X That Section 102-38E. "Final subdivision plat" be amended and supplemented in the following parts only:

- E. Final subdivision plat. The final plat titled as such shall be drawn in ink, on tracing cloth of a scale of one inch equals 30 feet or less for a tract up to five acres in size, one inch equals 50 feet or less for a tract between five acres and 40 acres in size, one inch equals 100 feet or less for a tract between 40 acres and 150 acres in size or one inch equals 200 feet or less for a tract of 150 acres or more, and shall be in compliance with the provisions of N.J.S.A. 46:23-9.10 to 23-9.12, inclusive, as amended. The final plat shall show the same information required for preliminary approval, in addition to the following:
- (1) A complete set of the approved Preliminary Major Subdivision Plat reissued to show "Final Major Subdivision Plat" in the title and to show any changes since preliminary approval, including updating of the index sheet.
 - (1) (2) Tract boundary lines, exterior lines or streets, all easements and other right-of-way, all locations where highway access is denied in conformance with the Route 34, Colts Neck, Highway Access Management Plan, street names, land reserved or dedicated to public use, all lot lines and other site lines with accurate dimensions, bearing or deflection angles and radii, arcs and central angles of all curves based on an actual survey by a licensed New Jersey engineer or land surveyor. All dimensions, both linear and angular, of the exterior boundaries of the subdivision shall balance and close within a limit or error of 1:10,000 and all lot lines to within 1:20,000.
 - (2) (3) Block and lot numbers in accordance with established standards in conformity with the Township Tax Map and approved by the Tax Assessor. Services of the Township Tax Assessor will be made available to the developer, upon request, to assist in the assignment of lot and block numbers.
 - (3) (4) Cross sections, profiles and established grades of all streets as approved by the Township Engineer.
 - (4) (5) Plans and profiles of all storm and sanitary sewers and water mains as approved by the Township Engineer.
 - (5) (6) The location and description of all monuments, markers and their symbols as required under §102-62, Monuments, in Part 3 and elsewhere in this chapter [See also §102-38D(16).]
 - (6) (7) All field changes approved by the Township Engineer during construction.
 - (8) A Final Major Subdivision Plat prepared in accordance with the provisions of Chapter 141 of the Laws of 1960 know as the "Map Filing Law" as amended and supplemented and containing the following information.
 - (a) All dimensions, both linear and angular, of the exterior boundaries of the subdivision and all lots and all lands reserved or dedicated for public use shall balance and their description shall close within a limit of error of not more than one part in ten thousand identified by a note on the plan indicating the error of closure.
 - (b) All monuments in accordance with Chapter 141 of the Laws of 1960 of the State of New Jersey, including all monuments found, monuments set, and monuments to be set, and an indication of monument found and reset.
 - (c) Tract boundary lines, right-of-way lines of streets, easements and other rights-of-way; all lot lines and site easement lines, with accurate dimensions and bearings and radii, tangents, chords, arcs and central angles of all curves and all front, rear and side yard setback lines.

(d) Lot and block numbers shown on the final plat shall conform to the Township Tax Map (or proposed revisions thereof) and shall be obtained by the applicant's engineer from the Tax Assessor. The Township Engineer shall not affix his signature to the final plat unless the applicant has fully complied in this regard.

(e) Subdivision names and street names shown on the final plat shall not be the same or similar to any name of any existing subdivision or street in the Township and shall be approved by the Planning Board Street Name Coordinator.

(9) Plat certifications and signature blocks

(a) I hereby certify that I am the owner of record and that I concur with the plan as shown.

Name Date

(b) I hereby certify that the bond has been given to the Township guaranteeing the future setting of Monuments as shown on this map and so designated.

Township Clerk Date

(c) I have carefully examined this map and find it conforms with the provisions of the Map Filing Law and Municipal Ordinances and requirements applicable thereto.

Township Engineer Date

(d) This is to certify that the Planning Board/Zoning Board of Adjustment of the Township of Colts Neck, Monmouth County, New Jersey is the proper authority to approve and has approved the attached map, and that said map complies with the provisions of Chapter 141 of the Laws of 1960 known as the "Map Filing Law". This map shall be filed on or before _____ 20____ which is ninety five (95) days from the date of Final Approval by the Planning Board of the Township of Colts Neck, Monmouth County, New Jersey.

Chairman Secretary

(e) Filed in the Monmouth County Clerk's Office, Freehold, New Jersey this _____ day of _____, 20____.

Case No. _____ Sheet _____

(f) Final Plat – Major Subdivision approved under the AG District lot size averaging provisions.

"This lot was subdivided pursuant to the lot size averaging provisions published in §102-86F(3)(b) of Chapter 102 Development Regulations of the Code of the Township of Colts Neck. The further subdivision of this lot is prohibited. This restriction shall run with the land and is binding upon any and all heirs, successors and assigns in title and is for the benefit of and enforceable by the Township of Colts Neck.

and supplemented in the following parts only

B. A minor site plan for classification and approval shall be so titled and shall include the same data as required for a minor subdivision plat for classification and approval, except that the graphic scale shall be one inch equals 10 feet, 20 feet, 30 feet, 40 feet or 50 feet. This submission shall also show the location of proposed structures, drainage plans prepared in accordance with §102-46.4 Stormwater management and landscaping plans; and, for recreation courts and certain riding/training stables and antennae, the data called for in §102-101, Recreation Courts, private residential, and/or §102-49, Antennas, and/or §102-103 and §102-104, Riding/training stable, Type 2 and Riding /Training Stable, Type 3, respectively, in Part 4 and containing the following:

- (1) Provisions for refuse and garbage disposal with details.
- (2) The location of signs and drawn details showing the size, color, construction, height and content of all signs.
- (3) The location and size of all proposed loading areas.
- (4) Floor plans and building elevation drawings of any proposed structure or existing structures to be renovated. Building elevations shall specify the color and material of all exterior treatment.
- (5) Exterior lighting plan, including the location, direction of illumination, amount of illumination expressed in horizontal foot candles, wattage and drawn details of all outdoor lighting standards and fixtures.
- (6) The location and dimensions of all parking areas including handicapped facilities.
- (7) The location and dimensions of all driveways and access isles showing traffic flow, control signs and fire lanes.
- (8) The location and details of all curbs, sidewalks and other pedestrian pathways.
- (9) Landscape and screening plans prepared in accordance with the provisions of the Colts Neck Development Regulations Ordinance and showing the location, species (both botanical and common names) size and number of each type of tree or shrub, the location type and amount of each type ground cover to be utilized and plant list and planting details for trees, shrubs and ground cover.
- (10) Plat certification and signature block
 - (a) Approved by the Planning Board/Zoning Board of Adjustment of the Township of Colts Neck on _____.

<u>Chairman</u>	<u>Date</u>
<u>Secretary</u>	<u>Date</u>
<u>Engineer</u>	<u>Date</u>
<u>Planner</u>	<u>Date</u>

(b) Certification of Consent is required on first sheet of all plans:

I hereby certify that I am the owner of record and that I concur with the plan as shown.

Name

Date

SECTION XII That Section 102-39D. "Preliminary site plan plat" be amended and supplemented in the following parts only

§102-39D Preliminary site plan plat.

- (1) existing text to remain
 - (a) existing text to remain
 - [1] existing text to remain
 - [2] existing text to remain
 - [3] existing text to remain
 - [4] existing text to remain
 - [5] existing text to remain
 - [6] existing text to remain
 - [7] existing text to remain
 - [8] existing text to remain
 - [9] ~~The title of the plans~~
 - [9] A cover sheet identifying the name of the development, block and lot number, tax map sheet number, application number, name and address of the professional preparing the plat as well as a listing of all sheets in the set of prints with the issue date and description and date of all revisions.
 - [10] existing text to remain
 - [11] existing text to remain
 - [12] existing text to remain
 - [13] existing text to remain
 - [14] existing text to remain
 - [15] existing text to remain
 - [16] existing text to remain
 - [17] existing text to remain
 - [18] existing text to remain
 - [19] A title block shall appear on all sheets and include: tract name, tax map sheet, block and lot number, date of original and all revisions, name, signature, address, license number and embossed seal of all professionals who prepared the plat.
 - [20] The name and address of the owner(s) and applicant(s)
 - [21] A schedule shall be placed on the plat indicating the acreage of the tract, the required and proposed lot area, lot dimensions, setbacks, building coverage, total lot coverage and number of parking stalls.
 - [22] The boundaries, nature, extent of wooded areas, floodplains, special

water research protection areas, riparian buffers, swamps, bogs, streams, creeks, ponds, wetlands and other important physical features within the site and within fifty feet of the tract.

[23] The names, locations and dimensions (paved width and width of right-of-way) of all streets, existing and planned, within fifty feet of the boundaries of the tract.

- (b) existing text to remain
- (2) existing text to remain
- (a) The size, height, location and arrangement of all existing and proposed buildings, structures, signs and other site improvements on and within 50 feet of the boundaries of the site in accordance with the requirements of this chapter, including an architect's rendering of each building and sign, showing the proposed floorplan and front, side and rear elevations and the proposed use of all structures, (building elevations shall specify the color and materials proposed for all exterior treatments) including the location, size and number of lower-income units and the deed restrictions required for lower-income housing units, if any, in §102-97E. All on-site structures shall contain a note indicating which will be destroyed, or removed and the current/future use with front, side and rear dimensions of those structures to remain.
 - (b) Proposed circulation plans and details, including access streets, curbs, aisles and lanes, easements, fire lanes, driveways, parking spaces, loading areas, loading berths or docks, pedestrian walks and all related facilities for the movement and storage of goods, vehicles and persons on the site and within all developments located in the area included in the Route 34, Colts Neck, Highway Access Management Plan, to be drawn in conformance with the Route 34, Colts Neck Highway Access Management Plan, including the location of lights, lighting standards and signs and driveways within the tract and within 100 feet of the tract. Paved sidewalks shall be provided from each building entrance and exist along expected paths of pedestrian travel, such as, but not limited to, access to parking lots, driveways, other buildings on the site and across common yard spaces between buildings where pedestrian traffic can be expected to be concentrated. Plans shall be accompanied by cross sections of streets, aisles, lanes and driveways, which shall adhere to applicable requirements in this chapter.
 - (c) Existing and proposed wooded areas, buffer areas and landscaping shall be shown on a plat. The landscaping plan shall include seeded and/or sodded areas, grading, retaining walls, fencing, signs, recreation areas, shrubbery, trees and buffer areas. The Landscape Plan shall show the location, species (both common and botanical names) size, and number of each type of tree or shrub, the location, type and amount of ground cover to be utilized and plant list and planting detail for trees, shrubs and groundcover. The preservation of all natural wooded areas, rock outcroppings or topographic features shall be an integral part of all site plans, regardless of their proximity to required buffer areas. A minimum area of the lot equivalent to ½ the gross floor area of the building shall be landscaped, and said landscaping shall be reasonably distributed immediately adjacent to and around the buildings. This requirement is in addition to other landscaped area requirements. Thee plans shall show the location and type of any man-made improvements and the location, species and caliber of plant material for all planted or landscaped areas. The landscaped area to meet this requirement shall be highlighted or otherwise clearly marked for identification.
 - (d) The proposed location of all drainage, sewage and water facilities with proposed grades, sizes, capacities and types of materials to be used, including a Drainage Report prepared in accordance with §102-46.4 Stormwater management any drainage easements acquired or required across adjoining properties. The method of sewage and waste disposal and waste incineration, if any, shall be shown. Proposed lighting facilities shall be included, showing the direction of the lighting, amount of illumination, expressed in horizontal foot candles, wattage and drawn details of all outdoor lighting standards and fixtures and meeting the requirements of §102-117 herein.
 - (e) A written description of the proposed operations of the building(s), including number of

parking spaces provided, hours of operation, the number of employees; the proposed number of shifts to be worked and the maximum number of employees on each shift; the expected vehicle, truck and tractor-trailer traffic; the emission of noise, glare, air and water pollution; safety hazards; and anticipated expansion plans incorporated in the building design.

- (f) existing text to remain
- (g) existing text to remain
- (h) The name, location width and extent of all easements, dedications and special areas, such as for conservation, drainage, street rights-of-way, landscaping, sight triangles, special water research protection areas, riparian buffers, wetlands and/or floodplains etc. Exact wording, as stated in the appropriate section of this chapter, shall be placed on the plat and referenced to the subject easement or dedication stating its title and purpose. All easements must be conveyed by a deed of easement, in a form approved by the approving authority, and proof of filing with the County of Monmouth provided.
- (i) existing text to remain
- (j) existing text to remain
- (k) existing text to remain
- (l) existing text to remain
- (m) Plan certification and signature block

[1] Approved by the Planning Board/Zoning Board of Adjustment of the Township of Colts Neck on _____

_____	_____
<u>Chairman</u>	<u>Date</u>
_____	_____
<u>Secretary</u>	<u>Date</u>
_____	_____
<u>Engineer</u>	<u>Date</u>
_____	_____
<u>Planner</u>	<u>Date</u>

[2] I hereby certify that I am the owner of record and that I concur with the plan as shown.

_____	_____
<u>Name</u>	<u>Date</u>

SECTION XIII

That Checklist No. 1 through Checklist No. 6 of the Development Regulations be amended and supplemented in the following parts only:

CHECKLIST NO. 1
TOWNSHIP OF COLTS NECK
SKETCH PLAT OF MAJOR SUBDIVISION
OR
SKETCH PLAT OF MAJOR SITE PLAN

Application For: Subdivision Sketch ()
Site Plan Sketch ()

Application No.: _____ Date Received
By Board: _____

Project Name: _____

Applicant's Name: _____

Block (s): _____ Lot(s): _____

Latest Issue Date of Plat Cover Sheet: _____

FOR BOARD
USE ONLY

TO BE CHECKED
BY APPLICANT
YES NO

- () 1. Three copies of completed application and check list meeting the requirements of Section 102-34. _____
- () 2. Required fee per Section 102-15 411 _____
- () 3. ~~Five~~ Ten copies of plat showing concept plan for subdivision or site plan meeting the requirements of Section 102-38C. The more details shown, the more input and guidance the Board can provide. _____

* On a separate page list all items not provided, with appropriate ordinance reference, example: 634.A.2 102-39D1a or 707.1.A.1(a)(6) 102-39D(1)(a) and reasons for not providing required information at this time and when it will be provided.

** Reference in Colts Neck Township Development Regulations Ordinance.

CERTIFICATION BY APPLICANT AND PERSON
COMPLETING THIS FORM (Both must sign)

I (we) believe the above information is accurate, I (we) understand that "certification of the application as complete" only determines the commencing of the applicable time period for action by the approving authority and understand that certification of the application for time period purposes does not mean that all application ordinance requirements have been met or that all required information, data and/or documents required for approval of the application have been received or that any waivers have been granted.

Signed: _____ Dated: _____
(Applicant)

Signed: _____ Dated: _____
(Person Preparing this Checklist)

- () 9. Three copies of the Colts Neck Soil Erosion Control Agreement _____
- () 10. Three copies of the Hold Harmless Indemnification form _____
- () 11. Three copies of the Tax Collectors certification that all local taxes are paid _____
- (-)-7. ~~Three copies of identification of information missing and reasons for not providing required information at this time.~~ _____



* On a separate page list all items not provided, with appropriate ordinance reference, example: 102-39D1a or 102-39D(1)(a) 634.A.2 or 7.7.aA.1(a)(6) and reasons for not providing required information at this time and when it will be provided.

** Reference in Colts Neck Township Development Regulations Ordinance.



CERTIFICATION BY APPLICANT AND PERSON
COMPLETING THIS FORM (Both must sign)

I (We) believe the above information is accurate, I (we) understand that "certification of the application as complete" determines the commencing of the applicable time period for action by the approving authority and understand that certification of the application for time period purposes does not mean that all applicable ordinance requirements have been met or that all required information, data and/or documents required for approval of the application have been received or that any waivers have been granted.

Signed: _____
Applicant

Date: _____

Person preparing this check list

Date: _____

CHECKLIST NO. 3
TOWNSHIP OF COLTS NECK
PRELIMINARY MAJOR SUBDIVISION
OR
PRELIMINARY MAJOR SITE PLAN

Application For: Preliminary Major Subdivision ()
Preliminary Major Site Plan ()

Application No.: _____ Date Received
By Board: _____

Project Name: _____

Applicant's Name: _____

Block (s): _____ Lot(s): _____

Latest Issue Date of Plat Cover Sheet: _____

NOTICE

THIS FORM MUST BE COMPLETED AND RETURNED TO THE ADMINISTRATIVE OFFICER WITH THE SUBDIVISION OR SITE PLAN APPLICATION WHEN FILED. FAILURE TO INCLUDE ALL ITEMS REQUIRED ON SUBMITTED PLANS OR ATTACHMENTS MAY RESULT IN THE APPLICATION BEING CONSIDERED INCOMPLETE FROM A SUBMISSION STANDPOINT AND CERTIFICATION AS A COMPLETE APPLICATION DENIED. TO BE CONSIDERED AT A REGULAR BOARD MEETING, ALL INFORMATION AND DOCUMENTS MUST BE RECEIVED BY THE BOARD A MINIMUM OF TEN (10) WORKING DAYS PRIOR TO THE MEETING.

FOR BOARD
USE ONLY

TO BE CHECKED
BY APPLICANT

		<u>Yes</u>	<u>No(*)</u>
() 1.	Three copies of completed application and checklist.	___	___
() 2.	Required fee per Section 441 <u>102-15</u> (**)	___	___
() 3.	Three copies of signed and dated "Colts Neck Township Erosion Control Agreement".	___	___
() 4.	Three copies of signed and notarized "Hold Harmless" form.	___	___
() 5.	Three copies of a completed "Environmental Impact Report (EIR) per Section 664 <u>102-55</u> or a request of waiver of the full EIR in the form of three copies of completed "Environmental Impact Assessment" form.	___	___
() 6.	Three copies of any protective an/or restrictive covenants or deed restrictions or easements applying to the lands being developed.	___	___
() 7.	Three copies of Drainage Calculations per Section 610 <u>102-46.4</u>	___	___
() 8.	<u>Three copies of the W-9 Taxpayers Identification and Certification</u>	___	___
() 9.	<u>Three copies of the Developers Escrow Agreement</u>	___	___
() 10.	<u>Three copies of the Tax Collectors Certification that local taxes are paid</u>	___	___

- () 8.11 For Preliminary Major Subdivision, eight ten complete sets of plats of the subdivision providing the date and information required in Section 506 102-38D and applicable Sections of Article 6 and in conformance with the requirements of Article 7, Article 8 and Article 9. _____
- () 9.12 For Preliminary Major Site Plan, eight ten complete sets of plat plans of the site plan providing the date and information required in Section 507 102-39D and applicable Sections of Article 6 and in conformance with the requirements of Article 7, Article 10 and Article 11. _____
- () 10.13 Three copies of identification of information missing and reasons for not providing required information at this time. _____

* On a separate page list all items not provided, with appropriate ordinance reference, example: 634.A.2 or 707.1.A.1(a)(e) 102-39D1a or 102-39D(1)(a) and reasons for not providing required information at this time and when it will be provided.

** Reference in Colts Neck Township Development Regulations Ordinance.



CERTIFICATION BY APPLICANT AND PERSON
COMPLETING THIS FORM (Both must sign)

I (We) believe the above information is accurate, I (we) understand that "certification of the application as complete" determines the commencing of the applicable time period for action by the approving authority and understand that certification of the application for time period purposes does not mean that all applicable ordinance requirements have been met or that all required information, data and/or documents required for approval of the application have been received or that any waivers have been granted.

Signed: _____
Applicant

Date: _____

Person preparing this check list

Date: _____

CHECKLIST NO. 4
TOWNSHIP OF COLTS NECK
FINAL MAJOR SUBDIVISION
OR
FINAL MAJOR SITE PLAN

Application For: Preliminary Major Subdivision ()
 Preliminary Major Site Plan ()

Application No.: _____ Date Received
By Board: _____

Project Name: _____

Applicant's Name: _____

Block (s): _____ Lot(s): _____

Latest Issue Date of Plat Cover Sheet: _____

NOTICE

THIS FORM MUST BE COMPLETED AND RETURNED TO THE ADMINISTRATIVE OFFICER WITH THE SUBDIVISION OR SITE PLAN APPLICATION WHEN FILED. FAILURE TO INCLUDE ALL ITEMS REQUIRED ON SUBMITTED PLANS OR ATTACHMENTS MAY RESULT IN THE APPLICATION BEING CONSIDERED INCOMPLETE FROM A SUBMISSION STANDPOINT AND CERTIFICATION AS A COMPLETE APPLICATION DENIED. TO BE CONSIDERED AT A REGULAR MEETING, ALL INFORMATION AND DOCUMENTS MUST BE RECEIVED BY THE BOARD A MINIMUM OF TEN (10) WORKING DAYS PRIOR TO THE MEETING.

FOR BOARD
USE ONLY

TO BE CHECKED
BY APPLICANT

	<u>Yes</u>	<u>No(*)</u>
() 1. Three copies of completed application and checklist.	___	___
() 2. Required fee per Section 441 <u>102-15</u> (**)	___	___
() 3. Approved and accepted Guarantees per Section 412 <u>102-16</u> (i.e. Performance Guarantee must be a Letter of Credit or Cash, Maintenance Guarantee can be surety, cash or Letter of Credit – both must be on Colts Neck Township form and be accepted by the Township Committee before application can be accepted or certified).	___	___
() 4. Certification that Real Estate Taxes are paid to date.	___	___
() 5. For Final Major Subdivision, eight ten paper copies of complete Final Major Subdivision Plats, (i.e. same set of plats that received Preliminary approval retitled and corrected to show any proposed or “as installed” changes) plus one cloth tracing of the sheet(s) to be filed (i.e. paper copies of this sheet(s) should also be included with the eight paper copies above) <u>prepared in accordance with Section 102-38E.</u>	___	___
() 6. For Final Major Site Plan, eight ten paper copies of complete Final Major Site Plan plats (i.e. same set of plats that received Preliminary Approval retitled and corrected to show any proposed or “as installed” changes) <u>prepared in accordance with Section 102-39E.</u>	___	___

- () 7. One copy of the W-9 Tax Payers Identification Number and Certification. _____
- () 8. Three copies of the Developer's Escrow Agreement _____
- () 9. Three copies of the Colts Neck Soil Erosion Control Agreement _____
- () 10. Three copies of the Hold Harmless Indemnification form _____
- () 7 11. Three copies of identification of information missing and reasons for not providing required information at this time. _____

* On a separate page list all items not provided, with appropriate ordinance reference, example: 634.A.1 or 7071A.1(a)(6) 102-39D or 102-39D(1)(a) and reasons for not providing required information at this time and when it will be provided.

** Reference in Colts Neck Township Development Regulations Ordinance.



CERTIFICATION BY APPLICANT AND PERSON
COMPLETING THIS FORM (Both must sign)

I (We) believe the above information is accurate, I (we) understand that "certification of the application as complete" determines the commencing of the applicable time period for action by the approving authority and understand that certification of the application for time period purposes does not mean that all applicable ordinance requirements have been met or that all required information, data and/or documents required for approval of the application have been received or that any waivers have been granted.

Signed: _____
Applicant

Date: _____

Person preparing this check list

Date: _____

CERTIFICATION BY APPLICANT AND PERSON
COMPLETING THIS FORM (Both must sign)

I (We) believe the above information is accurate, I (we) understand that "certification of the application as complete" determines the commencing of the applicable time period for action by the approving authority and understand that certification of the application for time period purposes does not mean that all applicable ordinance requirements have been met or that all required information, data and/or documents required for approval of the application have been received or that any waivers have been granted.

Signed: _____
Applicant

Date: _____

Person preparing this check list

Date: _____

CHECKLIST NO. 6
TOWNSHIP OF COLTS NECK
VARIANCE APPLICATION

Application No.: _____ Date Received
By Board: _____

Project Name: _____

Applicant's Name: _____

Block (s): _____ Lot(s): _____

Latest Issue Date of Plat Cover Sheet: _____

NOTICE

THIS FORM MUST BE COMPLETED AND RETURNED TO THE ADMINISTRATIVE OFFICER WITH THE VARIANCE APPLICATION WHEN FILED. FAILURE TO INCLUDE ALL ITEMS REQUIRED ON SUBMITTED PLANS OR ATTACHMENTS MAY RESULT IN THE APPLICATION BEING CONSIDERED INCOMPLETE FROM A SUBMISSION STANDPOINT AND CERTIFICATION AS A COMPLETE APPLICATION DENIED. TO BE CONSIDERED AT A REGULAR BOARD MEETING, ALL INFORMATION AND DOCUMENTS MUST BE RECEIVED BY THE BOARD A MINIMUM OF TEN (10) WORKING DAYS PRIOR TO THE MEETING.

FOR BOARD
USE ONLY

TO BE CHECKED
BY APPLICANT

- | | | <u>Yes</u> | <u>No(*)</u> |
|----------|---|------------|--------------|
| () 1. | For application under Section 403-H.1 <u>102-8H1</u> (**), three copies of application and checklist and all required and submitted documents and prints plus required fee. | ___ | ___ |
| () 2. | For application under Section 403-H.2 <u>102-8H2</u> , four copies of completed application and checklist and all required and submitted documents and completed prints plus required fee. | ___ | ___ |
| () 3. | For application under Section 403-F <u>102-8F</u> , four copies of variance application plus checklist, fees, number of copies of all documents required by this ordinance for the type of application(s) involved. (See Sections 102-38 or 102-39) | ___ | ___ |
| () 4. | One copy of information and documents required in Section 420 <u>102-24</u> , Public Hearing Notice and Proof of Service must be provided at or prior to the Public Hearing. | ___ | ___ |
| () 5. | Certification that all Real Estate taxes are paid to date (obtain from Tax Collector). | ___ | ___ |
| () 6. | <u>One copy of the W-9 Tax Payers Identification Number and Certification.</u> | ___ | ___ |
| () 7. | <u>Three copies of the Developer's Escrow Agreement</u> | ___ | ___ |
| () 8. | <u>Three copies of the Hold Harmless Indemnification form</u> | ___ | ___ |
| () 9. | <u>Architectural Committee Review Form</u> | ___ | ___ |
| () 6.10 | Three copies of identification of information missing and reasons for not providing required information at this time. | ___ | ___ |

- * On a separate page list all items not provided, with appropriate ordinance reference, example: 634.A.2 or 707.a.1(A)(6) 102-39D1a or 102-39(D)(1)(a) and reasons for not providing required information at this time and when it will be provided.
- ** Reference in Colts Neck Township Development Regulations Ordinance.



CERTIFICATION BY APPLICANT AND PERSON
COMPLETING THIS FORM (Both must sign)

I (We) believe the above information is accurate, I (we) understand that "certification of the application as complete" determines the commencing of the applicable time period for action by the approving authority and understand that certification of the application for time period purposes does not mean that all applicable ordinance requirements have been met or that all required information, data and/or documents required for approval of the application have been received or that any waivers have been granted.

Signed: _____
Applicant

Date: _____

Person preparing this checklist

Date: _____

SECTION XIV: Severability. If any section, paragraph subsection, clause or provision of this ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so adjudged and the remainder of this ordinance shall be deemed valid and effective.

SECTION XV: Repealer. The remainder of all other sections and subsections of the aforementioned ordinance not specifically amended by this ordinance shall remain in full force and effect.

SECTION XVI: Inconsistent ordinance. All ordinances or parts thereof inconsistent with the provisions of this ordinance are hereby repealed as to such inconsistency.

SECTION XVII: This ordinance shall take effect immediately upon passage, publication and filing according to law.

I, Robert Bowden, Township Clerk of the Township of Colts Neck, in the County of Monmouth, New Jersey, hereby certify that annexed hereto is a true and complete copy of Ordinance No. 2012-5, which was introduced at a duly convened meeting of the Township Committee on February 29, 2012, and adopted after public hearing at a duly convened meeting of the Township Committee on March 28, 2012.

Jarrett R. Engel, Mayor

Robert Bowden, Township Administrator/Clerk

RECORD OF VOTE												
	First Reading					Second Reading						
	February 29, 2012					March 28, 2012						
	M	S	Yes	No	NV	Ab	M	S	Yes	No	NV	Ab
Committeeman												
Mayor Engel			X									
Deputy Mayor Fitzgerald			X									
Macnow			X									
Schatzle		S	X									
Orgo		M	X									
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent												