

TOWNSHIP OF BRIDGEWATER
SOMERSET COUNTY, NEW JERSEY

FORM # 3F

Application #: _____

Date Filed _____

(Do not write above this line)

APPLICATION: REQUEST FOR AN AMENDMENT OF PRIOR APPROVAL

____ SUBDIVISION

____ SITE PLAN

____ VARIANCE

1. Applicant's name: _____

Address: _____

Phone: _____ Fax: _____ Email: _____

2. Owner's name: _____

Address: _____

Phone: _____ Fax: _____ Email: _____

3. Attorney's name: _____

Address: _____

Phone: _____ Fax: _____ Email: _____

4. Plan Preparer/Engineer's name: _____

Address: _____ Email: _____

License #: _____ Phone: _____ Fax: _____

5. Property address: _____ Zone: _____

6. Block: _____ Lot: _____ Tax Map sheet#: _____

7. Prior Application # _____

8. Approval date of prior application that you wish to amend: _____

9. Date resolution was memorialized: _____

10. Have all conditions of the prior approval been completed (Compliance)? _____

11. Describe the prior, approved application proposal: _____

12. Describe in detail the current proposal including the changes proposed in comparison to the prior application (use separate sheet if necessary): _____

Signature of applicant _____ Date: _____

ITEMS TO BE SUBMITTED WITH THE APPLICATION:

Fifteen (15) collated sets of the following are required:

1. Letter to the Board requesting an amendment to prior approval, and detailing the changes proposed in comparison to the prior application
2. Executed Application form (see page 1)
3. Copy of resolution approving the prior application
4. Copies of the plan sheet depicting the overall site as approved by the Planning Board or Zoning Board of Adjustment, which set also shows the Signature Block
5. Copy of the plan showing the changes that are currently being proposed

In addition, please submit:

6. Three (3) full sets of the Site Plan as approved by the Planning Board
7. Application fee in the amount of \$250.00
8. Escrow fee in the amount of \$3,000.00 or letter from the Finance Department confirming an escrow balance of at least \$3,000.00
9. Executed W-9 form
10. Owner consent form - signed on Township form (see page 3)

PROCEDURE:

In order for this application to be brought before the Board, all of the items notes above must be submitted. This will assure a complete application. Action on completeness of an application will be taken within forty five (45) days from the date of filing. During this period, you will be notified as to any incomplete items. An application will not be listed for a hearing unless it is deemed complete. After an application is deemed complete, a hearing date will be scheduled on a date which is convenient to the Board.

Prior to the hearing, notice requirements must be met. If these requirements are not properly met, the application cannot be heard. Do not notice for a public hearing until you are advised of the date that has been assigned to your case. If notice is required, you must provide notices and certified mail receipts to the Planning Office 48 hours prior to the scheduled meeting date. If these are not received at that time, your application may be moved down on the agenda to allow time to review the notices and mailings.

BRIDGEWATER TOWNSHIP
CONSENT BY OWNER

I, _____, am the owner of the property known as Block (s) _____, Lot (s) _____ as shown on the Tax Map of Bridgewater Township. I am aware of the application that is to be filed with the Planning Board or Zoning Board of Adjustment in Bridgewater Township and I consent to said application. I permit the Board, its staff or other designated officials to enter onto the property which is the subject of this application and review existing and proposed site and development elements.

I further understand that there are fees that must be paid in accordance with said application. In the event that the applicant does not pay all of the appropriate fees including application and escrow fees as required for this application, I consent to have any unpaid balance placed as an added assessment against my property to be collected by the Tax Collector's office in due course.

(This form must be signed and notarized, even if the applicant is the owner)

Signature of Owner:

Date:

Sworn to and subscribed before me
this _____ day of _____ 200__.

Notary Public

FORM # 1

**BRIDGEWATER TOWNSHIP
CONSENT BY OWNER**

I, _____, am the owner of the property known as Block (s) _____, Lot (s) _____ as shown on the Tax Map of Bridgewater Township. I am aware of the application that is to be filed with the Planning Board or Zoning Board of Adjustment in Bridgewater Township and I consent to said application. I permit the Board, its staff or other designated officials to enter onto the property which is the subject of this application and review existing and proposed site and development elements.

I further understand that there are fees that must be paid in accordance with said application. In the event that the applicant does not pay all of the appropriate fees including application and escrow fees as required for this application, I consent to have any unpaid balance placed as an added assessment against my property to be collected by the Tax Collector's office in due course.

(This form must be signed and notarized, even if the applicant is the owner)

Signature of Owner

Date: _____

Sworn to and subscribed before me
this _____ day of _____ 200__.

Notary Public

FORM # 2

**DISCLOSURE STATEMENT FOR CORPORATIONS AND PARTNERSHIPS
APPLYING FOR SITE PLAN AND SUBDIVISION APPROVAL**

CORPORATIONS:

Please indicate the following with respect to the Corporation:

NAME _____

ADDRESS OF PRINCIPAL OFFICE _____

REGISTERED AGENT: NAME _____

ADDRESS _____

STATE OF INCORPORATION _____

If other than New Jersey, is Corporation authorized to do business in New Jersey? _____

If so, when was authorization obtained? _____

List all stockholders controlling 10% or greater of stock: _____

PARTNERSHIPS:

Please indicate the following with respect to the partnership:

TRADE NAME _____

ADDRESS OF PRINCIPAL OFFICE _____

NAMES AND ADDRESSES OF PARTNERS _____

VARIANCE AND DESIGN WAIVER REPORT

FORM # 4

(SUBMIT WITH ALL APPLICATIONS)

APPLICANT NAME _____ DATE _____

ADDRESS _____

PHONE #: _____ FAX #: _____

LOT(S) _____ BLOCK(S) _____

CURRENT ZONING DISTRICT _____

TOTAL SQUARE FEET OF ALL STRUCTURES _____ s.f.

	Ordinance Requirement	Existing	Propose	Variance Y or N
Improved Lot Coverage (all improvements)	_____ %	_____ %	_____ %	_____
Floor Area Ratio (F.A.R.)	_____	_____	_____	_____
Lot Area	_____	_____	_____	_____
Lot Width	_____	_____	_____	_____
Side Yard (one)	_____	_____	_____	_____
Side Yard (total of both)	_____	_____	_____	_____
Front Yard	_____	_____	_____	_____
Rear Yard	_____	_____	_____	_____
Building height and number of stories	_____	_____	_____	_____
Parking	_____	_____	_____	_____
ACCESSORY STRUCTURES				
Side yard	_____	_____	_____	_____
Rear yard	_____	_____	_____	_____
LIST OTHER VARIANCES (type)				
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
LIST ALL DESIGN WAIVERS				
_____	_____	_____	_____	_____

RECOMMENDATION:

Attach letters and other supporting documentation that applicant attempted to purchase adjacent land to make lot conforming.

Provide evidence that Variance will not be detrimental to the neighborhood and adjacent residences such as documentation that variance conforms to existing conditions in the area

BRIDGEWATER FEE SCHEDULE - SUBDIVISION

	Application Charge	Application Fee	Escrow Fee	Escrow Subtotal
CONCEPT SKETCH				
<input type="checkbox"/> A Five Lots or More	\$100.00	\$	\$3,000.00	\$
<input type="checkbox"/> B Less than Five Lots	\$100.00	\$	\$1,500.00	\$
MINOR SUBDIVISION				
<input type="checkbox"/> A Minor Subdivision	\$125.00	\$	\$3,000.00	\$
<input type="checkbox"/> B Lot Line Adjustment (No Variances)	\$50.00	\$	\$1,000.00	\$
<input type="checkbox"/> PRELIMINARY MAJOR SUBDIVISION	\$110/ Lot	\$	\$5000 + \$500/ Lot	\$
<input type="checkbox"/> FINAL MAJOR SUBDIVISION	\$55/ Lot	\$	\$5000 + \$500/ Lot	\$
VARIANCES - EACH variance shall be computed.				
<input type="checkbox"/> A Appeals (NJSA 40:55D-70a)	\$100.00	X	\$1,500.00	X
<input type="checkbox"/> B Interpretation (NJSA 40:55D-70b)	\$100.00	X	\$1,500.00	X
<input type="checkbox"/> C Hardship/Bulk (NJSA 40:55D-70c)	\$250.00	X	\$3,000.00	X
<input type="checkbox"/> D Use (NJSA 40:55D-70d)	\$250.00	X	\$3,000.00	X
<input type="checkbox"/> E Permit (40:55D-34&35)	\$100.00	X	\$1,000.00	X
<input type="checkbox"/> AMENDED SUBDIVISION PLAN OR EXTENSION OF APPROVAL	50% of initial Fee	\$	50% of initial Escrow	\$
	Total for Application Fee	\$	Total Escrow	\$

Payment is to be made in TWO checks. One check is to be identified as the APPLICATION FEE and the second check is to be identified as ESCROW ACCOUNT (must attach completed W-9 form)

BRIDGEWATER FEE SCHEDULE - SITE PLAN

	Application Charge	Application Fee Subtotal	Escrow Fee	Escrow Fee Subtotal
SITE PLAN - CONCEPT				
<input type="checkbox"/> A Minor Plan	\$100.00	\$	\$1,000.00	\$
<input type="checkbox"/> B Major Plan	\$100.00	\$	\$1,000.00	\$
<input type="checkbox"/> C Multifamily site	\$100/ acre + 10/ Unit (Minimum Deposit = \$500)	\$	\$250/ acre + \$50/ Unit (Minimum Deposit = \$1500.00)	\$
<input type="checkbox"/> D Site Plan Waiver	\$25.00	\$	\$500.00	\$
MINOR SITE PLAN				
<input type="checkbox"/>	\$250.00	\$	\$2,500.00	\$
PRELIMINARY SITE PLAN - NON-RESIDENTIAL (A+B+C)				
<input type="checkbox"/> A Basic Fee, PLUS B+C	\$250.00	\$	\$5,000.00	\$
<input type="checkbox"/> B For All Structures: + C	\$500.00 plus The first 5000 s.f. Remaining over 5000 s.f	\$	\$ 2000 plus \$0.20 s.f. plus	\$
<input type="checkbox"/> C Acreage of lot (or part thereof)	\$100/ acre	\$	\$50/acre	\$
FINAL SITE PLAN - NON-RESIDENTIAL (A+B+C)				
<input type="checkbox"/> A Basic Fee, plus B plus C	\$250.00	\$	\$5,000.00	\$
<input type="checkbox"/> B For All Structures: + C	\$500 plus The first 5000 s.f. Remaining over 5000 s.f.	\$	\$2000.00 plus \$0.20 s.f. plus	\$
<input type="checkbox"/> C Acreage of lot (or part thereof)	\$100/ acre	\$	\$50/ acre	\$
PRELIMINARY SITE PLAN - RESIDENTIAL (A+B)				
<input type="checkbox"/> A Basic Fee, PLUS B	\$125.00	\$	\$5000.00 plus	\$
<input type="checkbox"/> B Building Site Plan	\$50.00	\$	\$500/ unit	\$
FINAL SITE PLAN- RESIDENTIAL (A+B)				
<input type="checkbox"/> A Basic Fee, plus B	\$250, plus	\$	\$5000.00 plus	\$
<input type="checkbox"/> B Building Site Plan	\$50/ unit	\$	\$500/ unit	\$

CONTINUE CALCULATIONS ON PAGE 2 OF 2

BRIDGEWATER FEE SCHEDULE - SITE PLAN

VARIANCES - Each variance shall be computed.

	Application Charge	Application Fee	Application Subtotal	Escrow Fee	Escrow Subtotal
<input type="checkbox"/> A	Appeals (NJSA 40:55D-70a)	\$100.00	X	\$1,500.00	X
<input type="checkbox"/> B	Interpretation (NJSA 40:55D-70b)	\$100.00	X	\$1,500.00	X
<input type="checkbox"/> C	Hardship/Bulk (NJSA 40:55D-70c)	\$250.00	X	\$3,000.00	X
<input type="checkbox"/> D	Use (NJSA 40:55D-70d)	\$250.00	X	\$3,000.00	X
<input type="checkbox"/> E	Permit (40:55D-34&35)	\$100.00	X	\$1,000.00	X

AMENDED SITE PLAN
OR EXTENSION OF APPROVAL

50% of Initial Fee \$ _____
50% of Initial Escrow \$ _____

Total Application Fee \$ _____ **Total Escrow** \$ _____

Payment is to be made in TWO checks. One check is to be identified as the APPLICATION FEE and the second check is to be identified as ESCROW ACCOUNT (must attach completed W-9 form)

BRIDGEWATER FEE SCHEDULE - VARIANCE, APPEALS, CONDITIONAL USE

	Application Charge	Application Fee	Escrow Fee	Escrow Subtotal
<input type="checkbox"/> A Appeals (NJSA 40:55D-70a)	\$100.00	X	\$1,500.00	X
<input type="checkbox"/> B Interpretation (NJSA 40:55D-70b)	\$100.00	X	\$1,500.00	X
<input type="checkbox"/> C Hardship/Bulk (NJSA 40:55D-70c)	\$250.00	X	\$3,000.00	X
<input type="checkbox"/> D Use (NJSA 40:55D-70d)	\$250.00	X	\$3,000.00	X
<input type="checkbox"/> E Permit (40:55D-34&35)	\$100.00	X	\$1,000.00	X
<input type="checkbox"/> F SIMPLE VARIANCE	\$75.00	X	\$350.00	X

VARIANCES - Each variance shall be computed.

- A Appeals (NJSA 40:55D-70a)
 - B Interpretation (NJSA 40:55D-70b)
 - C Hardship/Bulk (NJSA 40:55D-70c)
 - D Use (NJSA 40:55D-70d)
 - E Permit (40:55D-34&35)
 - F SIMPLE VARIANCE
- Single & Two-Family Residences ONLY:
 Addition/Alteration not to exceed 500 square feet.
 For buildings, fence, shed, swimming pool and deck.

APPEAL TO TOWNSHIP COUNCIL \$250.00

CONDITIONAL USE
 Determine whether to authorize a Conditional use shall be made by the Planning Board \$350.00

Total for Application Fee \$ Total Escrow \$

Payment is to be made in TWO checks. One check is to be identified as the APPLICATION FEE and the second check is to be identified as ESCROW ACCOUNT (must attach completed W-9 form)



THE TOWNSHIP OF BRIDGEWATER

100 COMMONS WAY / BRIDGEWATER, NJ 08807

PH 908-725-6300/FAX 908-725-4163

OFFICE OF THE TAX ASSESSOR

REQUEST FOR 200' RADIUS LIST OF CERTIFIED PROPERTY OWNERS

DATE _____ BLOCK _____ LOT _____

PROPERTY LOCATION _____

APPLICANT _____

PICK-UP _____ TELEPHONE _____ EMAIL _____

MAIL TO _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PAID- CHECK # _____ CASH _____

MAIL TO:
BRIDGEWATER TAX ASSESSOR'S OFFICE
100 COMMONS WAY
BRIDGEWATER, NJ 08807

PLEASE NOTE:

THE CHARGE FOR THIS LIST IS \$10.00 FOR FORTY (40) OR LESS PROPERTIES. EACH PROPERTY IN EXCESS OF FORTY (40) HAS AN ADDITIONAL .25-CENT CHARGE. IN ADDITION, AS PER SECTION § 94 OF THE CODE OF BRIDGEWATER TOWNSHIP, THE TOWNSHIP MAY CHARGE AN ADDITIONAL \$35.00 FEE PER HOUR FOR THE COST OF PREPARING A LIST OF CERTIFIED PROPERTY OWNERS

Our policy is that a certified list is not started until the check is received by our office. Once received, we will make every effort to get this list to you as soon as possible

**SAMPLE FORM OF NOTICE OF PUBLICATION TO BE PUBLISHED IN THE OFFICIAL
NEWSPAPER OF THE TOWNSHIP (Courier News) AT LEAST 10-DAYS PRIOR TO THE
HEARING DATE**

**BRIDGEWATER TOWNSHIP
NOTICE OF HEARING**

TAKE NOTICE, that on _____ (date of public hearing) at _____ (time) P.M. a public hearing will be held before the Bridgewater Township _____ (Planning or Zoning) Board at the Bridgewater Municipal Courtroom, 100 Commons Way, Bridgewater, New Jersey to consider the application of _____ (applicant's name) for the following:

1. (List type of variance, what is required in the zone and what is proposed for each variance requested including the lot-line adjustment or minor subdivision) _____

Including any other variances the Board may deem necessary.

So as to permit (example: construction of ; installation of ; creation of one new developable lot) on the premises located at _____ (address) and designated as Block _____ (#) Lot _____ (#) on the Bridgewater Township Tax Map.

The application and supporting documents are on file with the Secretary of the Bridgewater Township Board and may be inspected at the Bridgewater Township Municipal Complex at 100 Commons Way in the Planning Department, during regular business hours Monday through Friday, 9:00 am to 5:00 pm.

Any interested party may appear at said hearing and participate therein in accordance with the rules of the Board.

(Name of Applicant)

AFFIDAVIT OF SERVICE

STATE OF NEW JERSEY

COUNTY OF _____

I _____ of full age, being dully sworn according to law, upon oath deposes and says that on _____, at least 10 days prior to the hearing date, I did deposit in the United States mail via certified mail, with postage prepaid thereon a copy of the annexed Notice of Hearing. Copies of the certified receipts are also attached hereto. Said notice was sent to all shown on the list annexed hereto which list is a list of owners of property within 200 feet of the effected property which were served as well as any public utilities which have registered with the Township of Bridgewater. The signature of any owner served personally appears alongside their name. Also attached hereto is a certified list of property owners and public utilities prepared by the Tax Assessor of the Township of Bridgewater.

In addition to those shown on the list, notices were served upon (Check if applicable)

- () 1. Clerk of adjoining municipalities
 () 2. Somerset County Planning Board
 () 3. The Department of Transportation

Sworn to and subscribed before me on _____

(mm/dd/yyyy)

 Notary Public

NOTICE REQUIREMENTS:

If required, the following proof of satisfying the notice requirements must be filed with the Land Use Administrator in the Planning Department a minimum of 48-hours prior to the hearing date:

1. Affidavit of Service.
2. Copy of the notice served.
3. Certified list of property owners within 200 feet and others served with manner of service
4. Certified Mail receipts stamped by the USPS only.
5. Affidavit of publication from the newspaper in which the notice was published.