

TOWNSHIP OF BRIDGEWATER  
SOMERSET COUNTY, NEW JERSEY

FORM # 3G

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

Date Filed \_\_\_\_\_

(Do not write above this line)

APPLICATION: REQUEST FOR AN EXTENSION OF TIME FOR 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 Variance, Subdivision or Site Plan: \_\_\_\_\_

9. Date resolution was memorialized: \_\_\_\_\_

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

11. Describe the prior, approved application proposal: \_\_\_\_\_

12. Have you obtained signed plans? \_\_\_\_\_

If not, indicate why \_\_\_\_\_

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 extension, and reason in support of the request
2. Executed Application form (see page 1)
3. Copy of resolution approving the Variance, Site Plan or Subdivision
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

In addition, please submit:

5. Three (3) full sets of the Site Plan as approved by the Planning Board
6. Application fee in the amount of \$125.00
7. Escrow fee in the amount of \$1,500.00 or letter from the Finance Department confirming an escrow balance of at least \$1,500.00
8. Executed W-9 form
9. 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

(SUBMIT WITH ALL APPLICATIONS)

## FORM # 4

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	_____	_____	_____	_____
<b>ACCESSORY STRUCTURES</b>				
Side yard	_____	_____	_____	_____
Rear yard	_____	_____	_____	_____
<b>LIST OTHER VARIANCES (type)</b>				
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
<b>LIST ALL DESIGN WAIVERS</b>				
_____	_____	_____	_____	_____

**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 Subtotal	Escrow Fee	Escrow Fee Subtotal
<b>CONCEPT SKETCH</b>				
<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	\$ _____
<b>MINOR SUBDIVISION</b>				
<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	\$ _____
<b>PRELIMINARY MAJOR SUBDIVISION</b>				
<input type="checkbox"/>	\$110/ Lot	\$ _____	\$5000 + \$500/ Lot	\$ _____
<b>FINAL MAJOR SUBDIVISION</b>				
<input type="checkbox"/>	\$55/ Lot	\$ _____	\$5000 + \$500/ Lot	\$ _____
<b>VARIANCES - EACH variance shall be computed.</b>				
<input type="checkbox"/> A Appeals (NJSA 40:55D-70a)	\$100.00	\$ _____	\$1,500.00	\$ _____
<input type="checkbox"/> B Interpretation (NJSA 40:55D-70b)	\$100.00	\$ _____	\$1,500.00	\$ _____
<input type="checkbox"/> C Hardship/Bulk (NJSA 40:55D-70c)	\$250.00	\$ _____	\$3,000.00	\$ _____
<input type="checkbox"/> D Use (NJSA 40:55D-70d)	\$250.00	\$ _____	\$3,000.00	\$ _____
<input type="checkbox"/> E Permit (40:55D-34&35)	\$100.00	\$ _____	\$1,000.00	\$ _____
<b>AMENDED SUBDIVISION PLAN OR EXTENSION OF APPROVAL</b>				
<input type="checkbox"/>	50% of initial Fee	\$ _____	50% of initial Escrow	\$ _____
<b>Total for Application Fee</b>		\$ _____	<b>Total Escrow</b>	
				\$ _____

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
<b>SITE PLAN - CONCEPT</b>				
<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	\$
<b>MINOR SITE PLAN</b>				
<input type="checkbox"/>	\$250.00	\$	\$2,500.00	\$
<b>PRELIMINARY SITE PLAN - NON-RESIDENTIAL (A+B+C)</b>				
<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	\$	\$ 2000 plus	\$
The first 5000 s.f	\$0.06/ s.f plus	\$	\$0.20 s.f plus	\$
Remaining over 5000 s.f	\$100/ acre	\$	\$50/acre	\$
<input type="checkbox"/> C Acreage of lot (or part thereof)				
<b>FINAL SITE PLAN - NON-RESIDENTIAL (A+B+C)</b>				
<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	\$	\$2000.00 plus	\$
The first 5000 s.f	\$0.06 s.f. plus	\$	\$0.20 s.f. plus	\$
Remaining over 5000 s.f	\$100/ acre	\$	\$50/ acre	\$
<input type="checkbox"/> C Acreage of lot (or part thereof)				
<b>PRELIMINARY SITE PLAN - RESIDENTIAL (A+B)</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	\$
<b>FINAL SITE PLAN- RESIDENTIAL (A+B)</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

	Application Charge	Application Fee	Escrow Fee	Escrow Fee Subtotal
<input type="checkbox"/> A Appeals (NJSA 40:55D-70a)	X	\$ _____	\$1,500.00	\$ _____
<input type="checkbox"/> B Interpretation (NJSA 40:55D-70b)	X	\$ _____	\$1,500.00	\$ _____
<input type="checkbox"/> C Hardship/Bulk (NJSA 40:55D-70c)	X	\$ _____	\$3,000.00	\$ _____
<input type="checkbox"/> D Use (NJSA 40:55D-70d)	X	\$ _____	\$3,000.00	\$ _____
<input type="checkbox"/> E Permit (40:55D-34&35)	X	\$ _____	\$1,000.00	\$ _____
<input type="checkbox"/> AMENDED SITE PLAN OR EXTENSION OF APPROVAL	50% of initial Fee	\$ _____	50% of initial Escrow	\$ _____
	<b>Total Application Fee</b>	\$ _____	<b>Total Escrow</b>	\$ _____

VARIANCES - Each variance shall be computed.

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

VARIANCES - Each variance shall be computed.

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

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

\$

None

CONDITIONAL USE

Determine whether to authorize a Conditional use shall be made by the Planning Board

w

\$350.00

\$

\$1,500.00

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)

## Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type See Specific Instructions on page 2.	Name (as reported on your income tax return)	
	Business name, if different from above	
	Check appropriate box <input type="checkbox"/> Individual/Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Other ▶	
	Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
	City, state, and ZIP code	
List account number(s) here (optional)		

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I Instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number								
or								
Employer identification number								

**Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

### Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. person (including a U.S. resident alien).

**Certification Instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the Instructions on page 4.)

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶
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### Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

**U.S. person.** Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

For federal tax purposes you are considered a person if you are:

- an individual who is a citizen or resident of the United States,
- a partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or

- any estate (other than a foreign estate) or trust. See Regulation section 301.7701-6(a) for additional information.

**Foreign person.** If you are a foreign person, use the appropriate Form W-8 (see Publication 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

**Nonresident alien who becomes a resident alien.**

Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the recipient has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement that specifies the following five items:

- The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
- The treaty article addressing the income.
- The article number (or location) in the tax treaty that contains the saving clause and its exceptions.



## 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.

## ESCROW AGREEMENT

**THIS AGREEMENT** made this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, between \_\_\_\_\_ hereinafter referred to as "Applicant", and the Planning or Zoning Board of the Township of Bridgewater, hereinafter referred to as "Board", and the Township Council of the Township of Bridgewater, hereinafter referred to as "Township".

**WHEREAS**, the Applicant has filed an application for development under the Township's Zoning Ordinance ("Ordinance"); and

**WHEREAS**, the Ordinance requires the Applicant to establish an escrow whereby work required to be performed by professionals employed by the Board will be paid for by the Applicant as required under the provisions of the Ordinance cited above; and

### WITNESSETH:

**IT IS** mutually agreed between the parties that:

**Section 1. Purposes.** The Board authorizes its professional staff, (generally Planner, Engineer and /or Attorney) to review, inspect, and study all plans, documents, statements, improvements, and provisions made by the Applicant in conforming to the requirements of the Ordinance cited and referred to above. Moreover, the Board directs that its Professional Staff, thru oral or written reports, detail its professional findings to the Applicant, the Board and where necessary to the Administration

The Applicant agrees to pay all reasonable professional fees incurred by the Board for the performance of the duties outlined above.

**Section 2. Escrow Established.** Applicant, Board and Township, in accordance with the provisions of this agreement, hereby agree to the creation of an escrow account to be established by the CFO of the Township of Bridgewater, to be maintained in a banking institution or savings and loan association in this State insured by an agency of the federal government, or in any other fund or depository approved for such deposits by the State of New Jersey, in an account bearing interest at the minimum rate currently paid by the institution or depository on time or savings deposits.

**Section 3. Escrow Funded.** Applicant, upon signed execution of this agreement shall remit funds, within 14 business days to the Township's Land Use Administrator, to be deposited by the CFO in the depository referred to in Section 2.

**Section 4. Increase in Escrow Fund.** If during the existence of this agreement the escrow funds held by the Township shall fall below 25% of the original escrow, Applicant shall within fourteen (14) business days from the date of receipt of written notice by the Land Use Administrator to the Applicants point of contact, either by email or US Postal service, remit such additional funds with the Land Use Administrator to replenish the escrow to at least 50% of the original escrow. During this period the professional staff, at their option, may cease all review activities. The written notice sent by the Land Use Administrator setting forth the amount of the

deficit and the member or members of the professional staff to whom the additional sums are due. Unless otherwise shown, receipt shall be presumed to have occurred within three (3) business days after US Postal mailing or one (1) day for email. The Land Use Administrator shall submit all requests for additional funds to:

Applicant Name:

Applicant Address:

Applicant E-mail:

Applicant Phone:

**Section 5. Billing.** All bills from professional staff shall be submitted in accordance with N.J.S.A. 40:55D-53.2.

**IN WITNESS WHEREOF** the parties hereto have their hands and seal the date first written above.

\_\_\_\_\_

,Applicant

Sworn and subscribed to before me this day \_\_\_\_\_ of, 20\_\_\_\_ .

\_\_\_\_\_

Notary Public