

## Chapter XIV

### **CAMDEN COUNTY PLANNING BOARD**

#### **ADMINISTRATIVE GUIDELINES**

The review fees shall apply to each land subdivision or land development submitted to the Camden County Planning Board for review in accordance with the New Jersey County and Regional Planning Enabling Act, Section 40:27-6.2 and 40:27-6.6.

The fee may be submitted, with the standard submission package, by the appropriate municipality or the submission package and fee may be submitted in person to the Camden County Planning Board located at the Charles J. Depalma Public Works Complex, 2311 Egg Harbor Road, Lindenwold, NJ 08021.

Checks or money orders (**no cash will be accepted**) should be made out to the **Treasurer of Camden County**. Any fee submitted that is not consistent with the above fee schedule will prevent the 30 day statutory review period from commencing. The review period will commence when the proper fee is received by this Board. In addition, any checks refused by the bank due to insufficient funds will stop the review process which will not start again until the required fee is received.

No refund of an application fee will be made if a project is disapproved by the Camden County Planning Board.

The county fee will not be combined with any local municipal fee.

SPECIAL NOTE: All condominiums, townhouses, garden apartments and cooperative structures and uses, without regard to form of ownership, shall be classified and reviewed under the condominium or cooperative corporate form of ownership. Fees for this type of ownership shall be computed under the Major Subdivision Class.

**APPLICATION FOR COUNTY REVIEW OF SUBDIVISION, SITE AND DEVELOPMENT PLANS**

CAMDEN COUNTY PLANNING BOARD  
 CHARLES J. DePALMA PUBLIC  
 WORKS COMPLEX  
 2311 EGG HARBOR ROAD  
 LINDENWOLD, NJ 08021  
 (609) 566-2940 - - (609) 566-2988 (fax)

**THIS APPLICATION MUST BE COMPLETED IN FULL AND SIGNED BY A LOCAL OFFICIAL ALONG WITH A COPY OF THE LOCAL APPLICATION. SEE COUNTY SUBMISSION REQUIREMENT LIST FOR ALL DOCUMENTS NECESSARY FOR A COMPLETE APPLICATION.**

PROJECT/PLAN NAME \_\_\_\_\_ MUNICIPALITY \_\_\_\_\_

<u>TYPE OF PLAN</u>	<u>TAX MAP DATA</u>	<u>TYPE OF SUBMISSION</u>
<input type="checkbox"/> SITE PLAN	PLATE(S) _____	<input type="checkbox"/> NEW APPLICATION
<input type="checkbox"/> MAJOR SUBDIVISION	BLOCK (s) _____	<input type="checkbox"/> REVISION OF PRIOR APPLICATION
<input type="checkbox"/> FINAL DEVELOPMENT PLAN	LOT(s) _____	<input type="checkbox"/> RESUBMISSION OF PART OF A MAJOR SUBDIVISION
<input type="checkbox"/> FILING PLAN	EXISTING ZONING _____	
<input type="checkbox"/> MINOR SUBDIVISION	VARIANCE REQUIRED? _____	

APPLICANT NAME \_\_\_\_\_ PHONE: \_\_\_\_\_  
 ADDRESS \_\_\_\_\_ TOWN \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
 AGENT/ATTORNEY \_\_\_\_\_ PHONE: \_\_\_\_\_  
 ADDRESS \_\_\_\_\_ TOWN \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

SITE ABUTS COUNTY ROAD \_\_\_\_\_ ROUTE # \_\_\_\_\_

<u>PROPOSED USE</u>		<u>AREA</u>
<input type="checkbox"/> S.F. DETACHED _____	<input type="checkbox"/> HI-RISE APTS. _____	TOTAL AREA OF
<input type="checkbox"/> TOWNHOUSES _____	<input type="checkbox"/> COMMERCIAL _____	EXISTING LOT: _____
<input type="checkbox"/> GARDEN APTS. _____	<input type="checkbox"/> INDUSTRIAL _____	AREA OF PORTION TO
<input type="checkbox"/> MID-RISE APT. _____	<input type="checkbox"/> OTHER _____	BE SUBDIVIDED: _____

SIGNATURE OF APPLICANT OR AGENT \_\_\_\_\_ PRINT NAME OF PERSON COMPLETING APPLICATION \_\_\_\_\_

<u>MUNICIPAL USE</u>	<u>COUNTY USE</u>
CLASSIFICATION OF APPLICATION _____	RECEIVED AND LOGGED:
X _____ AUTHORIZED MUNICIAPL SIGNATURE AND TITLE	LOG NO. _____ PLAN NO. _____
TRANSMITTAL DATE _____	

## **SUBMISSION REQUIREMENTS FOR THE CAMDEN COUNTY PLANNING BOARD:**

Please Submit the Following For:

### **MINOR SUBDIVISIONS:**

- 2 copies of County Planning Board Application  
**(Lower left hand corner MUST BE SIGNED and classified by appropriate local official)**
- 1 Copy of Municipal Township Application
- 1 County Fee Schedule, filled out and signed  
**(check made payable to the Camden County Treasurer)**
- 1 set of Plans
- Affidavit of Ownership
- 1 Copy of Pinelands Certificate of Filing (if applicable)

### **SITE PLANS AND MAJOR SUBDIVISIONS:**

- 2 copies of County Planning Board Application  
**(lower left hand corner MUST BE SIGNED and classified by appropriate local official)**
- 1 Copy of Municipal Township Application
- 1 County Fee Schedule, filled out and signed  
**(check: made payable to the Camden County Treasurer)**
- 2 Sets of Signed and Sealed Plans, which reflect all requirements contained in Chapter V of the County's Manual of Land Development practices. Regulations and Procedures
- 2 Sets of Drainage Calculations (data based upon 10 year pre and a 25 year post construction storm)
- 2 Sets of Traffic Impact Study (if applicable)
- Affidavit of Ownership
- 1 Copy of Pinelands Certificate of Filing (if applicable)
- 1 Copy of Local Engineer's Report

### **FINAL OR REVISED PLANS: Site Plans & Major Subdivisions**

- 2 copies of County Planning Board Application  
**(for major subdivisions final approval must be received before filing plats are signed)**
- 2 Sets of Signed and Sealed Plans
- 1 County Fee Schedule, filled out and signed  
**(check made payable to the Camden County Treasurer)**

### **ADDITIONAL FEES:**

- Signing and Sealing of Filing Plats (\$50.0m)  
**(check made payable to the Camden County Treasurer)**

\_\_\_\_\_  
Certification of completeness  
by Local Official

\_\_\_\_\_  
Signature of Applicant or Agent

# CAMDEN COUNTY PLANNING BOARD

## FEE SCHEDULE (rev. 6/98)

APPLICANT'S NAME: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_ MUNICIPALITY: \_\_\_\_\_

PLATE: \_\_\_\_\_ BLOCK: \_\_\_\_\_ LOT(S): \_\_\_\_\_

### TYPE OF PLAN

MINOR SUBDIVISION

SITE PLAN

MAJOR SUBDIVISION

### MINOR SUBDIVISION

REVIEW FEE (\$150.00) ..... \$ \_\_\_\_\_

### SITE PLAN

DESIGN REVIEW FEE (\$400.00) ..... \$ \_\_\_\_\_

TOTAL PARKING SPACES (\$6.00 per space) ..... \$ \_\_\_\_\_

DEDICATION, EASEMENT, DEED, ETC. REVIEW FEE (\$150.00) ..... \$ \_\_\_\_\_

INSPECTION FEE (\$200.00) ..... \$ \_\_\_\_\_

TOTAL ..... \$ \_\_\_\_\_

### MAJOR SUBDIVISION

DESIGN REVIEW FEE (\$500.00) ..... \$ \_\_\_\_\_

PER DWELLING UNIT (\$12.00/UNIT) ..... \$ \_\_\_\_\_

DEDICATION, EASEMENT, DEED, ETC. REVIEW FEE (\$150.00) ..... \$ \_\_\_\_\_

INSPECTION FEE (\$200.00)..... \$ \_\_\_\_\_

TOTAL ..... \$ \_\_\_\_\_

### FINAL REVIEWS

(Site Plans & Major Subdivisions)

FINAL (\$200.00) ..... \$ \_\_\_\_\_

Final Submission should be submitted after receipt of preliminary approval  
(May be Waived at Discretion of Board)

### REVISIONS

(Site Plans & Major Subdivisions)

REVISIONS (\$200.00) ..... \$ \_\_\_\_\_

### ADDITIONAL FEES

SIGNING OF FILING PLATS (\$100.00) ..... \$ \_\_\_\_\_

GRAND TOTAL ..... \$ \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF APPLICANT OR AGENT

# AFFIDAVIT OF OWNERSHIP

## MUST BE COMPLETED AND RETURNED

1. Name of company/organization: \_\_\_\_\_
2. IS company a Corporation?    Yes \_\_\_\_\_                      NO \_\_\_\_\_
3. Name of state in Which Incorporated: \_\_\_\_\_
4. IS Company a partnership?    Yes \_\_\_\_\_                      NO \_\_\_\_\_
5. Individual Owner?                      Yes \_\_\_\_\_                      NO \_\_\_\_\_

PLEASE LIST ANY AND ALL INDIVIDUALS WHO ARE OWNERS (FULL OR PART) OF THE COMPANY/ORGANIZATION, AND IF A NON-PROFIT ORGANIZATION PLEASE LIST ALL BOARD MEMBERS. ALSO IF INDIVIDUALLY OWNED.

Name	Address	Title
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

The above information is true and correct to the best of my knowledge.

\_\_\_\_\_  
Signature and Title

\_\_\_\_\_  
Please **PRINT** Name & Title