

Wayne Township

Planning and Zoning Department

INSTRUCTIONS/GUIDE FOR RESIDENTIAL BULK VARIANCE, ACCESS VARIANCE AND FAR VARIANCE APPLICATIONS

1. Filling out the Forms; Checklist

- A. Be sure you are using the correct application form and checklist. The correct form is called “Land Development Application for Residential Bulk, Access, and/or Floor Area Ratio Standards.” [Form 1] The proper checklist is entitled, “Checklist for Access, Bulk, and/or Residential FAR Applications.” [Form 2]
- B. Fill out the application form completely.
- C. Give the checklist to your professional engineer/surveyor/architect to have him/her follow during the preparation of your plans. This checklist is not a guideline. It is a listing of the required items to be shown on the plan you submit with your application. The Township staff uses the same checklist to review your application for completeness. The staff does not have the authority to overlook or waive any checklist items. Therefore, if checklist item(s) are missing, the staff must declare the application incomplete. An incomplete application is returned to you for you to address the cited deficient checklist items.
- D. However, your particular case may warrant requests for checklist waivers – for checklist items that simply do not apply to your development application. Do not leave these checklist items blank. Indicate in the proper column on the checklist that you are requesting the checklist waiver. The reviewing staff cannot assume that you need, or are asking for, a checklist waiver if you have not specifically indicated so in the space provided. [Note: The Board hears requests for Checklist waivers once all other items are found to be in order (see item 4 below).]
- E. Fill out the Floor Area Ratio worksheet [Form 3a] and Impervious Lot Coverage Calculations worksheet [Form 3b] or have your professional do it for you.
- F. Your project might require compliance with the Environmental Protection (EP) ordinance. This EP regulation is applicable to any subdivision or site plan application, grading permit or building permit, including additions, pools, decks, paving and grading in excess of 250 square feet. If that is the case, then fill out the Engineering Division’s Environmental Protection Standards form [Form 4]. For help with this form, please contact the Engineering Division directly at 973-694-1800, x3263. If your project does not meet the provisions of the EP ordinance, you must seek a waiver as part of this application.
- G. Calculate the fees using the attached fee schedule.
- H. Certain types of variance applications require that you attempt to alleviate or eliminate the variance by buying adjacent, vacant property or selling to adjacent property owners your vacant lot. You should be prepared to provide testimony regarding this at your hearing.

2. Submission Package

Submit to the Planning Department the proper fee and escrow amounts (separate checks) and 2 collated packages for completeness review including the following (more details are provided on the Checklist for Access, Bulk and/or Residential FAR Variances):

- A. the Application form (Form 1)
[one notarized, 1 copy]
- B. the architectural (or deck, shed or fence) plan (folded, not rolled)
[Architectural plans may be prepared by the homeowner and if they are, then it is to be so noted on the plan. If prepared by an architect, submit at least one (1) sealed copy and the other can be a photo copy.]
- C. the property survey
[One sealed, the other can be a photo copy.]
- D. the site plan (folded, not rolled)
[One sealed, the other can be a photo copy.]
- E. the certification from an architect confirming that the existing foundation can support the addition/add-a-level (if same is proposed)
[One sealed, the other can be a photo copy.]
- F. Floor Area Ratio (FAR) Calculation Sheet (Form 3a)
[not necessary for fences, free-standing accessory structures, open porches/steps or applications for attached garages as the only item of work]
- G. Impervious Lot Coverage Calculation Sheet (Form 3b)
[not necessary for fences]
- H. the land use map
[Planning & Zoning Department can provide you with one and you then make the additional copy.]
- I. Environmental Protection (EP) Calculation Sheet (Form 4, if necessary)
[An EP analysis is applicable to any application that will involve a grading permit or building permit, including additions, pools, decks, paving and grading in excess of 500 square feet]
- J. Provide **only one** copy of the checklist (Form 2)

State law provides the Township with 45 days in which to review an application for completeness.

3. If your application is declared incomplete

If your application is incomplete, you will be notified, in writing, which checklist items are missing. Upon receipt of such a letter declaring your application incomplete, you would address the deficiencies and submit the new and/or revised materials to the Planning & Zoning Department for review. If items that were previously declared incomplete are still missing, you will receive another letter advising you that the application is incomplete.

4. If your application can be considered complete (with the exception of the requested checklist waivers)

- A. You will receive a letter advising you of the date for which the checklist waivers and application are scheduled on the Board's agenda.
- B. The letter will contain further instructions regarding statutory notice requirements and procedures.
- C. You will be requested to submit 19 additional copies of all application materials (excluding checks and W-9 forms).
- D. At the hearing, the Board will first hear your request for checklist waivers. If the checklist waivers are granted, the application is declared complete as of that date and the Board continues with your application to hear the actual variance request. If one or more the checklist waivers are denied, your case will be concluded for that evening. You then must provide the deficient items to the Planning & Zoning Department before the Department can re-schedule your application on the Board's agenda.
- E. You should be aware that the Board might have a heavy agenda and the Board might not be able to reach your scheduled application. If this happens, the Board will announce the date to which the application is carried.

5. If your application can be declared complete

- A. You will receive a letter advising you of the date on which the application was declared complete. This letter will also advise you of the date for which the application is scheduled on the Board's agenda.
- B. The letter will contain further instructions regarding statutory notice requirements and procedures.
- C. You will be requested to submit 19 additional copies of all application materials (excluding checks and W-9 forms).
- D. You should be aware that the Board might have a heavy agenda and the Board might not be able to reach your scheduled application. If this happens, the Board will announce the date to which the application is carried.

6. After the hearing at which your case is decided, if approved

- A. The Board has 45 days in which to memorialize a resolution, which sets forth the approval granted, the reason for the approval and conditions of the approval. Typically, this memorialization occurs at the following month's meeting.
- B. After the Board memorializes the resolution, the Board secretary must publish the notice in the newspaper ("Notice of Decision").
- C. State law provides for a 45-day appeal period, running from the date of publication of the Notice of Decision.
- D. Be advised that the Township cannot issue a building permit if there are conditions of approval that have not yet been met.

7. **After the hearing at which your case is decided, if denied**

- A. The Board has 45 days in which to memorialize a resolution, which sets forth the denial and the reason for the denial. Typically, this memorialization occurs at the following month's meeting.
- B. After the Board memorializes the resolution, the Board secretary must publish the notice in the newspaper ("Notice of Decision").
- C. State law provides for a 45-day appeal period, running from the date of publication of the Notice of Decision, during which any interested party may appeal to the Superior Court the Board's decision with respect to a bulk or access variance. If you wish to appeal the Board's decision regarding bulk or access variances, you must do so within this 45-day appeal period.
- D. If you wish to appeal a denial regarding the FAR use variance, the appeal is made to the Superior Court and must be filed within 45 days of the date of publication of the Notice of Decision.
- E. The Applicant should also be aware that if an interested party wishes to appeal an approval regarding the FAR use variance, they have two options. They may appeal the Board's decision with the Township Council or the Superior Court.
 - (1) Use variance appeals to the Council must be filed within 10 days of the publication of the Notice of Decision.
 - (2) Use variance appeals to the Superior Court must be filed within 45 days of the publication of the Notice of Decision.

Wayne Township Planning and Zoning Department
475 Valley Road
Wayne, NJ 07470

www.waynetownship.com

973-694-1800, x 3282

Monday, Wednesday – Friday, 8:30 a.m. to 4:30 p.m.

Tuesday, 8:30 a.m. to 7:00 p.m.

WAYNE TOWNSHIP DEPARTMENT OF PLANNING
LAND DEVELOPMENT APPLICATION FOR
RESIDENTIAL BULK, ACCESS, AND/OR FLOOR AREA RATIO STANDARDS

Form 1

The undersigned, as Applicant/Owner of the subject property listed below hereby makes application to the Township of Wayne Board of Adjustment for relief from residential zone requirements relating to lot area, setback or impervious coverage requirements of the Township Zoning Ordinance pursuant to N.J.S.A. 40:55D-70c(1) or c(2) and/or N.J.S.A. 40:55D-70d(4) Use Variance for floor area ratio, and/or access pursuant to N.J.S.A. 40:55D-35, and applicable laws of the Township of Wayne.

1. APPLICANT INFORMATION

Name: _____

Mailing Address: _____

Daytime Telephone: _____ E-mail: _____

Applicant is a: (check applicable status)

____ Corporation ____ Partnership ____ Individual (s) ____ Other _____
(please specify)

Relationship of applicant to property (check applicable status):

____ Owner ____ Contract purchaser ____ Lessee ____ Other _____
(please specify)

If applicant is represented by an attorney:

Attorney's Name: _____

Mailing Address: _____

Telephone: _____ E-mail: _____

2. SUBJECT PROPERTY INFORMATION

Subject Property Owner's Name: _____

Wayne Street address of the subject property: _____

Tax Map Block(s): _____ Lot (s): _____ Zone District: _____

3. NATURE OF APPLICATION: This is an application for a variance from the strict application of the Township of Wayne Zoning Ordinance for a use permitted in the Zone in which the property is located. The proposed construction is contrary to the following provisions of Chapter 134 (the Zoning Officer should be consulted to determine the appropriate sections). You may attach additional sheets if needed.

Project Description:

Relief Requested, include bulk standards, use (FAR) and EP relief:

<u>Ord Section</u>	<u>Item</u>	<u>Required</u>	<u>Proposed</u>
<hr/>	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>	<hr/>

4. VERIFICATION AND AUTHORIZATION

Owner's Statement: I, the undersigned, being the owner of the property described in this application, hereby consent to the making of this application and the approval of the plans submitted. I hereby authorize members of the Land Use Board and its staff to conduct a site visit of the premises that are the subject of this application.

Property Owner's Name (PRINTED)	Property Owner's Signature	Date
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Applicant's Statement: I hereby certify that the above statements made by me and the statements and information contained in the papers submitted in connection with this application are, to the best of my knowledge, true and accurate.

Applicant's Name (PRINTED)	Applicant's Signature	Date
----------------------------	-----------------------	------

Sworn and Subscribed before me

_____ day of _____
 Month Year

(Notary)

Checklist for Access, Bulk and/or Residential FAR Variances

<u>Mark <i>W</i></u> <u>if waiver</u> <u>requested</u>	<u>Provided</u> <u>Yes/No</u> <i>(This</i> <i>column Twp</i> <i>use only)</i>
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Administrative Items

1	Payment of required fees and escrows	_____	_____
2	15 collated packages of:	_____	_____
	a. Completed Land Development Application form (exception: only one copy of the checklist)	_____	_____
	b. <u>for new homes/additions</u> : architectural plans showing:	_____	_____
	(1) existing floor plans of house, with rooms labeled and outside wall to outside wall dimensions provided	_____	_____
	(2) proposed floor plans, with rooms labeled and outside wall-to-outside wall dimensions provided	_____	_____
	(3) rendering of the structure (all sides)	_____	_____
	-and/or-	_____	_____
	<u>for decks</u> : deck construction plans	_____	_____
	-and/or-	_____	_____
	<u>for sheds/fences</u> : shed/fence plans showing dimensions (height, length, width) and exterior rendering	_____	_____
	c. 1 sealed, current property survey (upon which the site plan is based)	_____	_____
	d. show the proposal on the site plan (one sealed if prepared by an architect, planner or engineer)	_____	_____
	e. A sealed certification from an architect or engineer confirming that the existing foundation/story can support the addition/add-a- level, if one is proposed (one sealed original) (only for an add-a-level project)	_____	_____
	f.1 Impervious Lot Coverage Calculations sheet (if prepared by licensed professional, then one sealed)	_____	_____
	f.2 FAR Calculations sheet (if prepared by licensed professional, then one sealed)	_____	_____
	g. Land Use map	_____	_____
3	EP calculations ordinances (if applicable)	_____	_____
4	The architectural plans, the survey, and the site plan shall be signed and sealed by the proper New Jersey licensed professional in accordance with the N.J.A.C. (Architectural plans and site plans may be prepared by the homeowner, but said preparation shall be so indicated on said plans.)	_____	_____

**Mark W
if waiver
requested**

**Provided
Yes/No**
*(This
column Twp
use only)*

Site Plan Criteria

- | | | | |
|----|---|-------|-------|
| 5 | Current block and lot numbers of the subject property | _____ | _____ |
| 6 | Date of plan preparation | _____ | _____ |
| 7 | Date(s) of plan revisions | _____ | _____ |
| 8 | Square footage of the property | _____ | _____ |
| 9 | Written scale | _____ | _____ |
| 10 | Site plan shall be drawn at a scale of 1"=10', 1"=20'
or 1"=30' using an engineer's scale (not an architect's
scale) | _____ | _____ |
| 11 | North arrow | _____ | _____ |
| 12 | Locations of all proposed structures/additions | _____ | _____ |
| 13 | Outside wall to outside wall dimensions of all sides of
all proposed structures/additions | _____ | _____ |
| 14 | Minimum setbacks of all existing buildings to all
property lines | _____ | _____ |
| 15 | Minimum setbacks of all proposed buildings to all
property lines | _____ | _____ |
| 16 | Details, heights and locations of proposed fences | _____ | _____ |
| 17 | Dimensions of lot | _____ | _____ |
| 18 | Locations of existing driveways | _____ | _____ |
| 19 | Locations of proposed driveways | _____ | _____ |
| 20 | Grading plan when changes in contour are proposed | _____ | _____ |
| 21 | Site Data Box | _____ | _____ |
| 22 | A note on the plans indicating that the existing
structure or structures are to remain, be wholly
demolished or be partially demolished, as the case
may be. If partial demolition is proposed, clearly
identify the portion of the structure(s) to be
demolished. | _____ | _____ |
| 23 | Flood plain (if applicable) | _____ | _____ |
| 24 | Wetland Areas (if applicable) | _____ | _____ |

**TOWNSHIP OF WAYNE
DEPARTMENT OF PLANNING
FLOOR AREA RATIO AND IMPERVIOUS LOT COVERAGE CALCULATIONS SHEETS**

**PART I
FLOOR AREA RATIO CALCULATIONS**

These calculations are to demonstrate compliance with Township Floor Area Ratio Requirements pursuant to Chapter 134-32 et seq.

Applicant: _____ Date _____

Property Address: _____ Block _____ Lot _____

Description of Proposed Work: _____

A. Property Size in Square Feet: _____

B. Applicable Maximum Floor Area Ratio (see table below) _____

Zone District	Maximum Floor Area Ratio (FAR)
R-40: 40,000 sf	.22
R-30: 30,000 sf	.24
R-15: 15,000 sf	.25
R-10: 10,000 sf	.28

For substandard lots, apply the following FAR coefficients:

1. For lots 10,000 sf the applicable FAR shall be 0.28.
2. For lots less than 10,000 sf but greater than 7,500 sf, the applicable FAR shall be 0.29.
3. For lots less than or equal to 7,500 sf but greater than 6,500 sf, the applicable FAR shall be 0.31.
4. For lots 6,500 sf or less, the applicable FAR shall be 0.33.
5. For lots greater than 10,000 sf but less than the min. requirement of the zone applicable FAR shall be 0.26.

C. Permitted floor area (A x B) (sf) _____

D. Existing amount of floor area (sf)* _____

E. Proposed amount of floor area (sf)* _____

F. Total Post Construction Floor Area (sf) (sum of D + E)* _____

(*Not including areas excluded under the term "Gross Floor Area." See definitions on the next page. Garages are not included in the total square-footage calculation.)

NOTE: The square footage calculation in F must be less than or equal to the square footage presented in calculation C or a Use Variance Application before the Board of Adjustment will be required.

Applicant Signature

Raised seal shall be affixed if calculations were prepared by a licensed architect or engineer:

Name (print)

Signature [SEAL]* DATE

Pertinent definitions (ref: § 134-2.2)

Gross floor area, residential – means the total square footage of all stories of the principal building, said total to include habitable attic space and habitable basements, but excluding garages, unenclosed porches, cellars, crawl spaces, unenclosed decks, breezeways and nonhabitable areas, which are areas that have no direct walk-in access and that have a ceiling height of seven (7) feet or less. All measurements shall be inclusive of the outside walls of the structure.

Habitable Basement – means a space having at least four (4) feet above the average finished grade of the adjoining ground (an average of all sides of the structure).

Habitable Attic Space -- means attic space that has a permanent, fixed stairway as a means of access and egress and in which the ceiling at a height greater than seven (7) feet is 1/3 or more of the floor below, as measured from the floor to the bottom of the roof ridge beam. Habitable attic space is served by a heating system and includes, but is not limited to, space used for living, sleeping, eating or cooking, as well as bathrooms and toilet rooms. Unheated storage and utility spaces are not considered habitable attic space.

Height of building or structure – means the vertical distance from the finished grade to the highest point of the roof structure or the highest point of a sign. For finished grade, the measurements shall be taken at the centerline of the length of the building or structure on all four (4) sides, six (6) feet from the foundation and averaged.

**TOWNSHIP OF WAYNE
DEPARTMENT OF PLANNING
FLOOR AREA AND IMPERVIOUS LOT COVERAGE CALCULATIONS SHEETS
PART II
IMPERVIOUS LOT COVERAGE CALCULATIONS**

These calculations are to demonstrate compliance with Township Impervious Lot Coverage Requirements pursuant to Chapter 134, §§ 32, 33, 34, and 35. The maximum permitted impervious coverage in the applicable zones (R-45, R-30, R-15 and R-10) is 40%.

Applicant: _____ Date _____

Property Address: _____ Block _____ Lot _____

Description of Proposed Work: _____

All calculations shall be based upon proposed post-construction conditions.

- A. Property Size in Square Feet _____
- B. Permitted Maximum Impervious Lot Coverage (A x .40) _____
- C. Principal Building footprint (sq. ft.) _____
- D. Accessory structure (sheds, freestanding garage) footprint (sq. ft.) _____
- E. Paved areas (concrete walkways, patios, driveways etc.) (sq. ft.) _____
- F. Swimming Pool Surface Area _____
- G. Surfaces with laid stones, slate or timber with open joints (sq. ft. x 0.5) _____
- H. Surfaces such as gravel, loose stones, special paver stones with voids for grass and timber decks with open joints (sq. ft. x 0.25) _____
- I. Total Impervious Lot Coverage Area (Add Items C through H) _____

Note: The square footage calculation in I must be less than or equal to the square footage calculation in B or a Bulk Variance Application before the Board of Adjustment will be required.

Applicant Signature

*Raised seal shall be affixed if calculations were prepared by a licensed architect and/or engineer:

Name (print)

Signature [SEAL]* DATE

On the following page is Form 4, the Environmental Protection Calculations Worksheet [ref: Land Development Ordinance (LDO) § 134-91, et seq.] For help with this form, please contact the Engineering Division at 973-694-1800, ext. 3263.

ENVIRONMENTAL PROTECTION CALCULATIONS SLOPE/SOIL DISTURBANCE FOR INDIVIDUAL LOT CALCULATION

TOWNSHIP OF WAYNE

ENGINEERING DIVISION

NAME OF PROJECT	
FOR BLOCK	LOT

A. MAXIMUM ALLOWABLE DISTURBANCE

1.	USE:	MULTI-FAMILY, TOWNHOUSE, CONDO OR NON-RESIDENTIAL	
	SINGLE FAMILY		
2.	GROSS AREA OF LOT:		SF
3.	TABLE TWO:	LOW RANGE	HIGH RANGE
	LOT AREA RANGE		SF
4.	TABLE TWO:		0
	BASE AREA		
5.*	FACTOR X	LOT AREA (SF) MINUS LOW RANGE AREA (SF)	
	%		=
6.	MAXIMUM AREA OF DISTURBANCE (MAD): BASE AREA PLUS FACTORED AREA = MAD (SF)		

B. TOTAL ADJUSTED DISTURBED AREA

NO.	SLOPE RANGE	ADJUSTMENT FACTORS	AREA (SF) DISTURBED	ADJUSTED AREA (SF)
1.	0 TO 7.9% (WITHIN PROPOSED L.O.D.)	1.00		
	0 TO 7.9% - ADJACENT TO WATER (WITHIN PROPOSED L.O.D.)	1.25		
2.	8 TO 14.9% (WITHIN PROPOSED L.O.D.)	1.00		
	8 TO 14.9% - ADJACENT TO WATER (WITHIN PROPOSED L.O.D.)	1.50		
3.	15 TO 19.9% (WITHIN PROPOSED L.O.D.)	1.50		
	15 TO 19.9% - ADJACENT TO WATER (WITHIN PROPOSED L.O.D.)	2.50		
4.	20 TO 23.9% (WITHIN PROPOSED L.O.D.)	2.50		
	20 TO 23.9% - ADJACENT TO WATER (WITHIN PROPOSED L.O.D.)	3.50		
5.	24% AND GREATER (WITHIN PROPOSED L.O.D.)	3.50		
	24% AND UP - ADJACENT TO WATER (WITHIN PROPOSED L.O.D.)	4.50		
6.	EX IMPERVIOUS AREA PLUS AREA DISTURBED IN LAST 5 YEARS OUTSIDE PROP. LIMITS OF DIST.	REGARDLESS OF SLOPE 1.00		
7.	SUM OF ADJUSTED AREAS = TADA (SF)			

C. TADA IS LESS THAN MAD	YES	NO
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LEGAL NOTICE
ORDINANCE NO.5
2018
TOWNSHIP OF WAYNE
COUNTY OF PASSAIC
STATE OF NEW JERSEY
EFFECTIVE DATE: APRIL 4, 2018

AN ORDINANCE TO AMEND AND SUPPLEMENT CHAPTER 134 (LAND DEVELOPMENT)
OF THE CODE OF THE TOWNSHIP OF WAYNE

BE IT ORDAINED by the Municipal Council of the Township of Wayne in the
County of Passaic, State of New Jersey, as follows:

SECTION 1. Chapter 134 (Land Development), Article I (General
Provisions), Section 134-2 (Definition of terms) of the Code of the Township
of Wayne is hereby amended and supplemented as follows:

§ 134-2.2. Definitions.

AMENDED SITE PLAN - an application for development where the request by the
applicant is for a change or modification to a previously approved minor or
major site plan for which no final certificate of occupancy has been issued
by the Wayne Township Construction Official.

AMENDED SUBDIVISION - an application for development where the request by
the applicant is for a change or modification to a previously approved minor
or major subdivision that has not been perfected by either having deeds or
the Final Plat filed with the Passaic County Register of Deeds in accordance
with the law.

SECTION 2. Chapter 134 (Land Development), Article II (Development
Administration, Organization and Procedures), Section 10 (Development review
fees) of the Code of the Township of Wayne is hereby amended and supplemented
as follows:

134-10.1 Application Fees and Escrow Fees

**At the time of filing of an application for development, the
applicant shall pay the following nonrefundable application fees
payable to the "Township of Wayne" by cash, personal check,
certified check, or bank money order.** Applications for development
requiring a combination of requests shall pay a fee equal to the **sum of the**

fee for each element. The **exception** to this is that any case involving multiple bulk variances shall pay only one bulk variance fee. Remitted fees for informal review of a concept plan shall be a credit toward fees for review of the application for development pursuant to the Municipal Land Use Law at N.J.S.A. 40:55D-10.1.

In addition to the required application fees established below, the applicant shall be required to establish one (1) or more escrow accounts with the Township to cover the reasonable costs of professional review of applications for development, review and preparation of documents, and professional consultation required as a result of an application, set forth herein. Services may include the services of a duly licensed surveyor, planner, attorney, or any other official or person who would provide services to ensure that an application complies with the standards set forth in the Code and whose testimony may be solicited to give further information to the Township or the approving authority in any area addressed by any of the applicant's experts. **The escrow fees shall be paid separate and apart from than the application fees** by personal check, certified check, or bank money order made payable to the "Township of Wayne." Escrow fees shall be replenished by the applicant within ten (10) days upon request by the Planning Department.

Non-profit organizations and places of worship may make request to the Township Council for the waiving of the fees and/or escrow requirements pursuant to this section.

No fee or escrow shall be charged in the case of an application for development for a firehouse or first aid building.

See next page

Application Type	Fee	Escrow
A. Subdivisions		
(1) Concept (N.J.S.A. 40:55D-10.1)	\$250	\$0
	The amount shall be credited toward fees for the review of the application for development.	
(2) Minor subdivision: Lot line adjustment(s) or up to three (3) building lots being created:	\$450	\$1,000
(3) Amended minor subdivision	\$250	\$1,000
(4) Preliminary major subdivision		
2-10 lots		
11-20 lots	\$2,150	\$4,000
21-30 lots	\$2,500	\$4,500
31 or more lots	\$3,000	\$5,000
	\$3,500	\$7,000
(5) Final major subdivision		
2-10 lots		
11-20 lots	\$2,000	\$2,500
21-30 lots	\$2,150	\$3,000
31 or more lots	\$2,500	\$3,500
	\$3,000	\$4,000
(6) Preliminary and final (simultaneous)		
2-10 lots	\$2,500	\$5,000
11-20 lots	\$3,000	\$5,500
21-30 lots	\$3,500	\$6,000
31 or more lots	\$4,000	\$8,000
(7) Amended preliminary and/or final subdivision	\$650	\$2,000
(8) Modification of a condition to a prior approval where notice is not required pursuant to N.J.S.A. 40:55D-12.a	\$500	\$375
(9) Modification of a condition to a prior approval where notice is required pursuant to N.J.S.A. 40:55D-12.a	\$650	\$375

B. Site Plans

(1) Concept (N.J.S.A. 40:55D-10.1)	\$250	\$0
	The amount shall be credited toward fees for the review of the application for development	
(2) Minor site plan	\$1,000	\$3,000
(3) Preliminary site plan		
A. 0 sf to 20,000 sf new construction	\$1,500	\$4,000
B. 20,001 sf to 50,000 sf new construction	\$2,000	\$4,000
C. 50,001 sf to 100,000 sf new construction	\$3,000	\$5,000
D. 100,001 sf to 150,000 sf new construction	\$5,000	\$5,500
E. 150,001 sf to 200,000 sf new construction	\$8,000	\$5,500
F. 250,001 sf or more of new construction	\$20,000	\$5,500
(4) Final site plan		
A. 0 sf to 20,000 sf new construction ⁺	\$900	\$2,000
B. 20,001 sf to 50,000 sf new construction ⁺	\$1,750	\$2,000
C. 50,001 sf to 100,000 sf new construction ⁺	\$3,000	\$2,000
D. 100,001 sf to 150,000 sf new construction ⁺	\$4,750	\$2,000
E. 150,001 sf to 200,000 sf new construction ⁺	\$7,000	\$2,000
F. 250,001 sf or more of new construction ⁺	\$19,500	\$2,000
⁺ Based on the square footage approved in the preliminary plan for which the application is a final application.		
(5) Combined Preliminary and Final Site Plan		
A. 0 sf to 20,000 sf new construction	\$2,000	\$5,000
B. 20,001 sf to 50,000 sf new construction	\$3,000	\$5,000
C. 50,001 sf to 100,000 sf new construction	\$5,500	\$6,000
D. 100,001 sf to 150,000 sf new construction	\$8,550	\$6,500
E. 150,001 sf to 200,000 sf new construction	\$14,000	\$6,500
F. 250,001 sf or more of new construction	\$30,000	\$6,500
(6) Wireless communications facilities whether minor or major site plan	\$1,650	\$2,000
(7) Amended major site plan (Preliminary and/or final)	\$650	\$2,000
(8) Amended minor site plan	\$500	\$1,500
(9) Modification of a condition to a prior approval where notice is not required pursuant to N.J.S.A. 40:55D-12.a	\$250	\$375
(10) Modification of a condition to a prior approval where notice is required pursuant to N.J.S.A. 40:55D-12.a	\$500	\$375

(11) Multi-family with 3 or more units: preliminary	\$100 per dwelling unit plus \$150 public hearing fee	\$5,000
(12) Multi-family with 3 or more units: final	\$50 per dwelling unit, plus \$46 per dwelling unit (for engineering fee)	\$5,000
C. Variances/Applications pursuant to N.J.S.A. 40:55D-70	Fee	Escrow
(1) Appeal	\$250	\$500
(2) Interpretation	\$250	\$500
(3) Bulk (single-family residential)	\$650	\$500
(4) Bulk (single-family residential and non- building)	\$500	
(5) Bulk (nonresidential)	\$650	
(6) Use (N.J.S.A. 40:55D-70d) Includes Bifurcated Use (except as noted below for residential)	\$1,150	\$1,000
(7) Residential FAR Use (this fee includes bulk fee, if the application needs said relief)	\$800	\$500
(8) Flood plain	\$500	\$375
D. Access (pursuant to N.J.S.A. 40:55D-35/36)	\$450	\$375
E. Conditional Use	\$650	\$375
F. Zone change	\$2,500	\$0
G. Environmental protection		
(1) Residential	\$500	\$500
(2) Commercial	\$1,000	\$500
H. Residential <i>de minimis</i> exception (as the <u>only</u> relief being requested)	\$500	\$375

Updated January 3, 2023

MASTER NAME: _____

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

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

Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

BIRTH DATE: _____

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

Print or type. See Specific Instructions on page 3.

5 Address (number, street, and apt. or suite no.) See instructions.

Requester's name and address (optional)

6 City, state, and ZIP code

7 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 generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number								
				-				
or								
Employer identification number								
				-				

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. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

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 for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding, later.*