

Wayne Township

Planning and Zoning Department

PRELIMINARY AND FINAL SITE PLAN

INSTRUCTIONS FOR SUBDIVISIONS, SITE PLANS, CONDITIONAL USE & BIFURCATED USE VARIANCE APPLICATIONS

1. Filling out the Forms; Checklist

- A. Fill out the application form completely.
- B. Remit the appropriate fees and escrow with the application. The applications and fees/escrows submitted must reflect all approvals requested or required.
- 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. Therefore, if you do not address checklist item(s) – by either providing the information or requesting a checklist waiver – the staff must declare the application incomplete. An incomplete application is returned to you for you to address the cited deficient checklist items.

Note: It is the responsibility of the licensed professional preparing the site plan or subdivision to ensure that the survey is attached to the site plan or subdivision plan and that said survey is properly referenced on the site plan or subdivision plan, all pursuant to N.J.A.C. 13:40-7.2.

- D. Your particular case may warrant requests for checklist waivers. 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 do not specifically indicate so in the space provided. Further, the staff does not have the authority to waive any checklist items – these requests are heard and decided by the Board.

[Note: The Board hears your requests for checklist waivers once all other items are found to be in order (see Item 4 below).]

- E. File an application directly with the Passaic County Planning Board's office. The County and municipal applications can be filed simultaneously. Provide to the Wayne Planning and Zoning Department proof of submission to the Passaic County Planning Board. Please obtain the form by contacting the County directly at 973-569-4040, pcpb@passaiccountynj.org or <http://www.passaiccountynj.org/resource/9cd6df4a/show>.
- F. Applicants who are corporations, partnerships, LLCs, etc., must be represented by counsel. Applicants who are individuals must be represented either by themselves or by counsel.

2. Submission Package

- A. Initially submit to the Planning and Zoning Department two (2) application packages for completeness review.
- B. The items submitted under 2.A above, are the materials required for the Planning and Zoning Department to conduct its completeness review. Once the application is found to be in order, you will be asked to submit the additional 19 collated packages so that the Department ultimately has 21 packages for distribution to the Board and staff reviewers.
- C. State law provides the Township with 45 days from the date of submission of the application and proper fees and escrow in which to review an application for completeness.

3. If your application can be declared complete

- A. You will be advised to submit the remaining 19 collated packages of plans and documentation. It is only upon the timely submission of these packages that you can move on to the next step.
- B. Upon our receipt of the 19 packages, 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.
- C. The letter will contain further instructions regarding statutory notice requirements and procedures.
- D. You should be aware that the Board can have heavy agendas and it might not be able to reach your scheduled application. If this happens, the Board will announce the date to which the application is carried.

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

- A. You will be advised to submit the remaining 19 collated packages of plans and documentation. It is only upon the timely submission of these packages that you can move on to the next step.
- B. Upon our receipt of the 19 packages, you will receive a letter advising you of the date for which the checklist waivers and application are scheduled on the Board's agenda.
- C. The letter will contain further instructions regarding statutory notice requirements, if any, and procedures.
- 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 of the checklist waivers are denied, your case will be concluded for that evening. You then must provide the deficient items to the Planning and Zoning Department before the Department can re-schedule your application on the Board's agenda.
- E. You should be aware that the Board tends to have heavy agendas and it 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 is declared incomplete

You will be notified, in writing, of the checklist items that 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 and Zoning Department for review. The same process as described in Item 2 then commences. If items that were previously declared incomplete are still missing, you will receive another letter advising you that the application is incomplete.

Wayne Township Department of Planning and Zoning
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 AND ZONING
LAND DEVELOPMENT APPLICATION**

**PRELIM & FINAL
SITE PLAN**

The undersigned, as Applicant/Owner of the subject property identified herein, hereby makes application to the Township of Wayne for (check all that apply):

<input type="checkbox"/> Minor Subdivision	<input type="checkbox"/> Minor Site Plan	
<input type="checkbox"/> Concept Plan (PB only)	<input type="checkbox"/> Major Subdivision – <i>Preliminary</i>	<input type="checkbox"/> Major Site Plan – <i>Preliminary</i>
<input type="checkbox"/> Conditional Use	<input type="checkbox"/> Major Subdivision – <i>Final</i>	<input type="checkbox"/> Major Site Plan – <i>Final</i>
<u>Indicate Other Relief to be Requested in Conjunction with this Application</u>		
<input type="checkbox"/> Use Variance (N.J.S.A. 40:55D-70d)	<input type="checkbox"/> Bulk Variance(s) (N.J.S.A. 40:55D-70c)	
<input type="checkbox"/> RSIS Exception (N.J.A.C. 5:21-3.1 & 3.2)	<input type="checkbox"/> Design Standard Exception(s)	<input type="checkbox"/> Environmental Protection Waiver

1. APPLICANT INFORMATION

Name: _____

Mailing Address: _____

Telephone/E-mail: _____ / _____
Daytime phone E-mail

Applicant is a: (check applicable status)

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

Corporate/LLC/Partnership, etc.: List all persons owning 10% or more of the stock in the corporation in compliance with N.J.S.A. 40:55D-48.2

Name	Address	% Interest
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

Relationship of applicant to property (check applicable status):

Owner Contract Purchaser Lessee Other _____
(please specify)

Attorney's Name: _____

Mailing Address: _____

Telephone: _____ E-mail: _____

Preparation of site plans by:

Name: _____

Address: _____

Tel: _____ E-mail: _____

Preparation of architectural plans by:

Name: _____

Address: _____

Tel: _____ 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(s): _____

Existing Use of Property: _____

Indicate total tract size: _____ acres (_____ sf)

3. NATURE OF APPLICATION

Clearly detail your proposal (attach additional sheets if necessary)

Clearly detail building square footage: Existing building square footage: _____
 Building square footage to be demolished: _____
 Proposed new building square footage: _____
 (that is the subject of this application)
 Total post-construction square footage: _____

4. OTHER DOCUMENTATION

Contemplated form of ownership (check all that apply):

fee simple condominium cooperative rental

Are there any existing Deed Restrictions? No Yes (attach copy of restrictions)

Are there any proposed Deed Restrictions? No Yes (attach copy of proposed restrictions)

5. OTHER RELIEF

Complete this section if this application requires variance(s), design standard exceptions and/or EP waiver.

Bulk Relief Requested (use separate sheet if necessary)

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

Use Variance Relief Requested

If this application includes a request for use variance, indicate the subsection of N.J.S.A. 40:55D-70d from which relief is requested: [check all that apply]

- | | |
|--|---|
| <input type="checkbox"/> (1) use or principal structure is prohibited | <input type="checkbox"/> (4) increase in permitted FAR |
| <input type="checkbox"/> (2) expansion of nonconforming use | <input type="checkbox"/> (5) increase in permitted density |
| <input type="checkbox"/> (3) deviation from specifications of conditional use provisions | <input type="checkbox"/> (6) height of principal structure exceeds by 10' or 10% the maximum permitted height |

EP Relief Requested (§ 134-91)

Cite the section(s) of the Environmental Protection Ordinance from which a waiver is being sought:

Design Standard Exceptions from § 134-70 et seq. (use separate sheet if necessary)

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

RSIS *De Minimis* Exceptions Requested (attach additional sheet if necessary)

6. 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

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 MAJOR PRELIMINARY AND FINAL SITE PLAN

Administrative Items

	<u>Mark <i>W</i> if Waiver Requested</u>	<u>Provided Yes/No</u> <i>(This column Twp use only)</i>
1. Payment of required fees and escrow.	_____	_____
2. 21 collated packages of: <i>(Submit 2 packages initially for completeness review; you will be notified to submit the other 19 at a later date.)</i>		
a. Completed Land Development Application form	_____	_____
b. sealed site plans stapled, folded and collated	_____	_____
c. sealed architectural plans	_____	_____
d. Current, sealed survey	_____	_____
3. Submission of the plans and exhibits in digital media pursuant to the criteria established by § 134-101	_____	_____
4. Letter of Interpretation (LOI) or Presence/Absence letter	_____	_____
5. Stormwater management/drainage calculations report (3 copies) (2 copies)	_____	_____
6. Affidavit of disclosure for corporations or partnerships, as required by R.S. 40:55D-48.1	_____	_____

SITE PLAN ITEMS

7. The plans shall be signed and sealed by the proper New Jersey licensed professional in accordance with N.J.A.C.	_____	_____
8. Plans shall be on sheets no larger than 36 inches by 24 inches	_____	_____
9. The title "Preliminary and Final Site Plan" in the title block. If the request includes application for "Use Variance" or "Conditional Use" then those titles shall also be included in the title block.	_____	_____

Continued on next page

	<u>Mark <i>W</i> if Waiver Requested</u>	<u>Provided Yes/No</u> <i>(This column Twp use only)</i>
10. Site Plan shall be drawn at a scale of not less than 1"=30' using an engineer's scale, not an architect's scale.	_____	_____
11. A statement on the sealed site plan that the plan complies with the RSIS, if applicable, and/or a list of <i>de minimis</i> exception requests	_____	_____
12. Date of original plan preparation and any revisions	_____	_____
13. If revised plans are submitted, there shall be a revision date noted on the plans. This item shall be marked incomplete if revised plans with no revision dates, as specifically enumerated in this checklist item, are submitted.	_____	_____
14. If the site plan is too large to fit on one page and the preparer of the plans uses match sheets, then there shall be a general overall plan showing the entire project on one sheet at a smaller scale, with the same north orientation as the match sheets.	_____	_____
15. Show the proposal. The site plan shall be clearly and legibly drawn. If drafting techniques that do not foster clarity are used and the plan is illegible, then the application will be declared incomplete.	_____	_____
16. Current, sealed survey	_____	_____
17. Written scale	_____	_____
18. Graphic scale	_____	_____
19. Each subject block and lot, numbered in conformity with the municipal tax map	_____	_____
20. <i>County of Passaic and Township of Wayne</i> in title block	_____	_____
21. Name and address of developer/applicant	_____	_____
22. Name, address of the owner(s) of record of subject property(s)	_____	_____

Continued on next page

	<u>Mark <i>W</i> if Waiver Requested</u>	<u>Provided Yes/No</u> <i>(This column Twp use only)</i>
23. Names and addresses of all property owners within 200 feet of the extreme limits of the property in question as disclosed by the most recent Township tax rolls	_____	_____
24. Locations of all properties, with current tax block and lot designations indicated, and any buildings thereon, within 200 feet of the extreme limits of property in question	_____	_____
25. North arrow on each site plan and survey sheet	_____	_____
26. Key map, with north arrow, at not more than 1 inch = 1,200 feet	_____	_____
27. Site Data box, indicating existing and proposed conditions for itemized zoning criteria	_____	_____
28. Parking analysis	_____	_____
29. Landscaping plan	_____	_____
30. Indicate total existing building square footage	_____	_____
31. Indicate total proposed building square footage	_____	_____
32. Proposed floor plans of the proposed building. If the building exists, then floor plans of the proposed changes are to be submitted. If no changes to the building's interior are proposed, then there shall be a note to that affect on the site plan.	_____	_____

Continued on next page

		<u>Mark <i>W</i> if Waiver Requested</u>	<u>Provided Yes/No</u> <i>(This column Twp use only)</i>
33.	With respect to the Environmental Protection ordinance, provide:		
	a. location map of environmental factors	_____	_____
	b. calculation of number of building lots/residential density	_____	_____
	c. limit of disturbance lines showing areas to be disturbed by grading/construction	_____	_____
	d. MAD/TADA calculations	_____	_____
	e. Tree removal plan showing:		
	1) all trees over 18 inches in caliper	_____	_____
	2) trees to be removed indicated by an x	_____	_____
	3) replacement trees	_____	_____
	4) entire wooded areas, if such exists	_____	_____
34.	Proposed building elevations (architectural renderings) of all sides of the proposed building. If the building exists, then architectural renderings of the proposed changes are to be submitted. If no changes to the building's facade are proposed, then there shall be a note to that affect on the site plan.	_____	_____
35.	Spot elevations of the following:		
	a. existing buildings	_____	_____
	b. walls	_____	_____
	c. culverts	_____	_____
36.	Basement and first floor elevations of all proposed buildings and structures	_____	_____
37.	Sight triangles at driveway/road intersections	_____	_____
38.	Dimensions of proposed structures	_____	_____

Continued on next page

		<u>Mark <i>W</i> if Waiver Requested</u>	<u>Provided Yes/No</u> <i>(This column Twp use only)</i>
39.	Offsets to property lines of all proposed structures	_____	_____
40.	If individual wells are proposed, show proposed locations	_____	_____
41.	Fence detail for proposed fence(s)	_____	_____
42.	Height(s) of proposed fences	_____	_____
43.	The location of all existing of the following for on-site and on-tract:		
	a. storm drainage ponds	_____	_____
	b. streams	_____	_____
	c. above-ground utility lines and appurtenances	_____	_____
	d. below-ground utility lines and appurtenances	_____	_____
	e. pipe sizes, grades and direction of flow	_____	_____
	f. outdoor storage areas (where same is proposed)	_____	_____
44.	The location of the following, off-tract, for a distance of <u>200 feet</u> from the extreme limits of the property in question:		
	a. storm drainage ponds	_____	_____
	b. streams	_____	_____
	c. above-ground utility lines and appurtenances	_____	_____
	d. below-ground utility lines and appurtenances	_____	_____
	e. pipe sizes, grades and direction of flow	_____	_____
45.	Proposed dumpster location	_____	_____
46.	Refuse pad details and refuse area fence enclosure details	_____	_____

Continued on next page

		<u>Mark <i>W</i> if Waiver Requested</u>	<u>Provided Yes/No</u> <i>(This column Twp use only)</i>
47.	Curb locations and details	_____	_____
48.	If individual sewage disposal systems are proposed, show		
a.	locations of percolation tests	_____	_____
b.	results of percolation tests	_____	_____
c.	proposed system component locations	_____	_____
d.	proposed field locations	_____	_____
49.	For all rights-of-way abutting the property in question, show existing edge of pavement for entire frontage	_____	_____
50.	Existing and proposed curb radii	_____	_____
51.	Circulation, vehicular and pedestrian, information:		
a.	means of ingress and egress	_____	_____
b.	width of driveways	_____	_____
c.	walkways: location, material and width	_____	_____
52.	Loading areas:		
a.	dimensions	_____	_____
b.	locations	_____	_____
c.	aisles, with dimensions	_____	_____
d.	barriers	_____	_____

Continued on next page

		<u>Mark <i>W</i> if Waiver Requested</u>	<u>Provided Yes/No</u> <i>(This column Twp use only)</i>
53.	Parking areas locations, including:		
	a. dimensions of spaces	_____	_____
	b. aisles, with dimensions	_____	_____
	c. barriers	_____	_____
	d. number of spaces per grouping	_____	_____
54.	Outdoor lighting plan:		
	a. location of light stanchions and wall lights	_____	_____
	b. direction of illumination	_____	_____
	c. heights of the lights/luminaires, whether on a stanchion or wall	_____	_____
	d. details of the lights/luminaires, whether on a stanchion or wall	_____	_____
	e. details of the extent of illumination (isolux lines)	_____	_____
55.	Wetlands & transition areas in accordance with the LOI	_____	_____
56.	The limitation of the flood plain or a note stating that no flood plain exists	_____	_____

Continued on next page

<u>Mark <i>W</i> if</u>	<u>Provided</u>
<u>Waiver</u>	<u>Yes/No</u>
<u>Requested</u>	<i>(This column Twp use only)</i>

- | | | | |
|-----|--|-------|-------|
| 57. | Signage plan, which includes directional, traffic, advisory, commercial/business and other regulatory signs and pavement markings: | | |
| a. | locations | _____ | _____ |
| b. | direction that the signs will face | _____ | _____ |
| c. | sizes/dimensions | _____ | _____ |
| d. | heights | _____ | _____ |
| e. | details | _____ | _____ |
| 58. | Existing and proposed contours, referred to United States Coast and Geodetic Survey datum, with a contour interval of two (2) feet for slopes of 5% or less and a contour interval of five (5) feet for slopes over 5%. Existing contours are to be indicated by dashed lines and proposed contours are to be indicated by solid lines | _____ | _____ |

On the following pages are the Environmental Protection Calculations Worksheets [ref: Land Development Ordinance (LDO) § 134-91, et seq.] For help with these forms, 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	CONDO OR NON-RESIDENTIAL	
2.	GROSS AREA OF LOT:		
3.	TABLE TWO: LOT AREA RANGE	LOW RANGE	HIGH RANGE
4.	TABLE TWO: BASE AREA	SF TO	SF
5.*	FACTOR X	LOT AREA (SF) MINUS LOW RANGE AREA (SF)	
6.	MAXIMUM AREA OF DISTURBANCE (MAD): BASE AREA PLUS FACTORED AREA = MAD (SF)		0

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	
---------------------------------	-----	--	----	--

ENVIRONMENTAL PROTECTION CALCULATIONS

NUMBER OF BUILDING LOTS/MF UNITS¹

TOWNSHIP OF WAYNE

ENGINEERING DIVISION

NAME OF PROJECT				
APPLICANT:		REVIEW	DATE	REVIEWER
ADDRESS:		NO.1		
		NO.2		
TELEPHONE:		NO.3		

A. DEVELOPABLE LAND CAPACITY

NO.	TYPE OF LAND CONSTRAINT	LAND AREA (SF)	DEVELOP. FACTOR	DEVELOPABLE LAND AREA (SF)
1.	LAND WITHIN EXISTING PUBLIC R.O.W. AND/OR OTHER DEDICATED LANDS		0.0	
2.	LAND WITHIN 100 YEAR FLOOD AS DETERMINED BY FEMA		0.0	
3.	WETLANDS AS DETERMINED BY NJDEP (ONLY AREA OUTSIDE 100 YEAR FLOOD ZONE AND OPEN WATERS NEED BE CALCULATED)		0.0	
4.	WETLAND TRANSITION AREAS PER NJDEP (ONLY AREA OUTSIDE 100 YEAR FLOOD ZONE AND OPEN WATER NEED BE CALCULATED)		0.5	
5.	FLOOD HAZARD AREAS, OPEN WATER STREAMS, PONDS, LAKES (ONLY AREA OUTSIDE FLOOD ZONE DEED BE CALCULATED)		0.0	
6.	AREA OF SEASONAL HIGH WATER TABLE OF 0 TO 1 FT (USE ONLY DIFFERENCE BETWEEN THIS AND FLOOD ZONE/OPEN WATER/WETLAND)		0.8	
7.	LAND AREA WITH SLOPES OVER 24%		0.1	
8.	LAND AREA WITH SLOPES OF 20% TO 24%		0.5	
9.	LAND WITH NO ENVIRONMENTAIL CONSTRAINTS (i.e. REMAINING LAND, NOT HISTORICAL)		1.0	
10.	AREA WITH DEPTH TO BEDROCK OF THREE (3) FEET OR LESS		0.5	
11.	HISTORIC BUILDING PRESERVATION PER SECRETARY OF THE INTERIOR		3.0	
12.	BASE DEVELOPABLE LAND AREA (SUM OF DEVELOPABLE LAND AREAS)			

B. NUMBER OF LOTS PERMITTED

<div style="background-color: #cccccc; width: 100px; height: 20px; margin: 0 auto;"></div> SF X	1	LOT	=	
(BASE DEVELOPABLE AREA)		SF/LOT		
		(BASE DENSITY PER ZONING DISTRICT)		LOTS

Reference Township Code 134-91.2

Note: Do for Major Subdivision, Minor Subdivision, ¹Major Site Plan for attached, multi-family or clustered housing

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.

Print or type.
See Specific Instructions on page 3.

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.)

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:

1. 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
2. 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
3. I am a U.S. citizen or other U.S. person (defined below); and
4. 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.