

# DEVELOPMENT APPLICATION FORM

Township of Colts Neck, Monmouth County, New Jersey

Date: \_\_\_\_\_

Development Name: \_\_\_\_\_ Subdivision ☐ Application # \_\_\_\_\_  
Street Location: \_\_\_\_\_ Site Plan ☐ Sketch Plat ☐  
Block # \_\_\_\_\_ ; Lot # 1 \_\_\_\_\_ Preliminary Plat ☐  
Application Fee Paid: \$ \_\_\_\_\_ Escrow Fee Paid: \$ \_\_\_\_\_ Final Plat ☐  
Revised Plat ☐

Applicant Owner Person Preparing Plat  
Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: ( ) ( ) ( )  
Fax: ( ) ( ) ( )

## STATEMENT OF LANDOWNER WHERE APPLICANT IS NOT LANDOWNER:

I, \_\_\_\_\_, the owner of Lot(s) \_\_\_\_\_ in Block \_\_\_\_\_ in the Township of Colts Neck, Monmouth County, New Jersey hereby acknowledge that the application of \_\_\_\_\_ for development of said property is made with my complete understanding and permission in accordance with an agreement of purchase or option agreement entered into between me and the applicant stated herein.

Signature: \_\_\_\_\_

## IF VARIANCES OR WAIVERS REQUESTED:

	Ordinance Section	Waiver or Variance	Brief Explanation
(1)	_____	W V	_____
(2)	_____	W V	_____

## PROPOSED DEVELOPMENT:

Zoning District: \_\_\_\_\_ Total Area of Tract: \_\_\_\_\_ square feet

Is any Open Space Proposed to be Dedicated to the Township?

yes ☐ no ☐

Road Widening Required or Proposed?

yes ☐ no ☐

Are there Existing Covenants/Deed Restrictions on Property?

yes ☐ (attach copies) no ☐

Are there Proposed Covenants/Deed Restrictions on Property?

yes ☐ (attach copies) no ☐

All Utilities to be Installed Underground as Required?

yes ☐ no ☐

Storm Water Management Plan Attached?

yes ☐ (attach copies) no ☐

Is there a Low/Moderate Income Housing Component?

yes ☐ (attach copies) no ☐

Have Applications Been Made to State for:

(If so, attach responses)

LOI for wetland boundaries and classification

yes ☐ no ☐ See Note Below

Stream Encroachment

yes ☐ no ☐

Highway Access

yes ☐ no ☐

Other: \_\_\_\_\_

yes ☐ no ☐

(Continued...)

**Residential:**

Total Tract Acreage: \_\_\_\_\_ acres

Cluster Zoning Option Used? yes ☐ no ☐

No. Of Dwelling Units: \_\_\_\_\_

Acreage Dedicated to Twp.: \_\_\_\_\_ acres

	<u>Ordinance</u>	<u>Proposed</u>	<u>Check if</u> <u>Variance Req'd</u>	<u>Add Other</u> <u>Comments</u>
Minimum Lot Area	sf	sf	<input type="checkbox"/>	
Minimum Lot Width	ft	ft	<input type="checkbox"/>	
Minimum Lot Depth	ft	ft	<input type="checkbox"/>	
Minimum Front Yard	ft	ft	<input type="checkbox"/>	
Minimum Side Yard	ft	ft	<input type="checkbox"/>	
Minimum Rear Yard	ft	ft	<input type="checkbox"/>	
Maximum Building Height	ft	ft	<input type="checkbox"/>	
Maximum Coverage				
Building	%	%	<input type="checkbox"/>	
Pavement, etc.	%	%	<input type="checkbox"/>	
Total Lot Coverage	%	%	<input type="checkbox"/>	
Minimum Off-Street Pkg/Unit*	_____	_____	<input type="checkbox"/>	
Minimum Open Space Req'd	%	%	<input type="checkbox"/>	

**Non-Residential:**

Total Tract Acreage: \_\_\_\_\_ acres

Gross Floor Area: \_\_\_\_\_ square feet

	<u>Ordinance</u>	<u>Proposed</u>	<u>Check if</u> <u>Variance Req'd</u>	<u>Add Other</u> <u>Comments</u>
Minimum Lot Area	sf	sf	<input type="checkbox"/>	
Minimum Lot Width	ft	ft	<input type="checkbox"/>	
Minimum Lot Depth	ft	ft	<input type="checkbox"/>	
Minimum Front Yard	ft	ft	<input type="checkbox"/>	
Minimum Side Yard	ft	ft	<input type="checkbox"/>	
(Accessory building)				
Minimum Rear Yard	ft	ft	<input type="checkbox"/>	
Maximum Building Height	ft	ft	<input type="checkbox"/>	
Maximum Coverage				
Building	%	%	<input type="checkbox"/>	
Pavement, tanks, etc.	%	%	<input type="checkbox"/>	
Total Lot Coverage	%	%	<input type="checkbox"/>	
Maximum Floor Area Ratio			<input type="checkbox"/>	
Minimum Off-Street Parking*			<input type="checkbox"/>	
(Based on 1 space/ _____ sf)				
Minimum Off-Street Loading			<input type="checkbox"/>	
Minimum Open Space Req'd			<input type="checkbox"/>	

\* NOTE: Spaces which block another space do not count toward the minimum number of parking spaces required in the ordinance, i.e. the driveway space behind the space in the garage, or similar circumstances.

Other Comments:

## 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 shown on your income tax return)	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate  <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____  <input type="checkbox"/> Other (see instructions) ▶ _____	
	Exemptions (see instructions):  Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____	
	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 the "Name" line 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.

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

Social security number								
				-				
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 on page 3.

Sign  
Here

Signature of  
U.S. person ▶

Date ▶

### General Instructions

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

**Future developments.** The IRS has created a page on IRS.gov for information about Form W-9, at [www.irs.gov/w9](http://www.irs.gov/w9). Information about any future developments affecting Form W-9 (such as legislation enacted after we release it) will be posted on that page.

### 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, payments made to you in settlement of payment card and third party network transactions, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

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:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the

withholding tax on foreign partners' share of effectively connected income, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct.

**Note.** If you are a U.S. person and 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.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.





## DEVELOPER'S ESCROW AGREEMENT

PLEASE READ THE FOLLOWING INFORMATION AND SUBMIT A SIGNED ORIGINAL ACKNOWLEDGING YOUR CONSENT, AS PART OF YOUR APPLICATION.

### Article 4 Section 411

"Escrow Account Deposits" are minimums required, promulgated on the basis of the applicant submitting a complete application and plans. The applicant shall be responsible and pay the Township of Colts Neck upon notification, for any additional costs for professional services involved with the review, reports, expert advice or testimony, or other information required in the process of an application before a municipal agency.

The "Escrow Account Deposits" are required to pay the costs of professional services including engineering, planning, legal and other expenses connected with the review of submitted materials, including any traffic engineering review of the submitted materials, or any special analysis related to the Planning Board or Zoning Board of Adjustment's review of the submitted materials, or any necessary studies regarding "off tract" improvements. An applicant is responsible to reimburse the Township of Colts Neck for all expenses of professional personnel incurred and paid by the Township for the review process of an application for development and/or appeal before a municipal agency, such as, but not limited to:

1. Charges for reviews by professional consultants and/or professional personnel of applications, plans and accompanying documents;
2. Issuance of reports by professional consultants and/or professional personnel to the municipal agency setting forth recommendations resulting from the review of any documents submitted by the applicant;
3. Charges for any telephone conference or meeting requested or initiated by the applicant, his attorney or any of his experts or representatives;
4. Review of additional documents submitted by the applicant and issuance of reports relating thereto;
5. Review of proposed or prior easements, developers agreements, deeds, resolutions or the like;



6. Preparation for and attendance at all meetings by Professionals such as Planning Consultant, Traffic Engineer or other experts as required; and
7. The cost of expert advice or testimony obtained by the municipal agency for the purpose of corroborating testimony of applicant's experts.
8. The use of a court reporter or transcriber is at the discretion of the applicant. The applicant bears the responsibility of retaining a court reporter or transcriber if the applicant deems such services to be necessary. If a transcript of any proceedings made, the applicant shall provide a copy of the same to the Township free of charge.

### **CERTIFICATION**

The Undersigned, the Developer/Applicant and Owner understand that a sum, to be determined by the Administrative Officer, will be deposited in an Escrow Account, in accordance with the Ordinances of the Township of Colts Neck. I further understand that the escrow account is established to cover the cost of professional services including engineering, planning, legal and/or other expenses associated with the review of submitted materials. Sums not utilized in the review process shall be returned. If additional sums are deemed necessary, I understand that I will be notified of the required additional amount and shall add that sum to the escrow account within fifteen days. I, the Developer/Applicant, as signed below, acknowledge familiarity with the procedures set forth in the Colts Neck Township Land Use Code for submittals and required action and agree to be bound by it.

The Applicant and Owner agree that if no payment is made within thirty (30) days of receipt of the request for same, the Township may bring a legal action against the Applicant and Owner for the collection of same. The Applicant and Owner will be responsible for all of the Township's fees including legal fees at the regular hourly rate charged by the Township's Attorney and costs in connection therewith in addition to all pre-judgment and post-judgement interest. Any legal action commenced by the Township shall be in addition to, and not an alternative to, any other rights or remedies Colts Neck may have under this escrow agreement, the ordinances of the Township or the laws of the State of New Jersey.

The Owner hereby agrees that if and in the event the amounts required under this agreement are not paid, same shall be deemed to be a lien on the above described property and shall be collectible as in the case of taxes by the adoption of a resolution of the Township Governing Body upon receipt of a certification that the amounts are due and owing in contravention of this agreement.

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Date: \_\_\_\_\_

COLTS NECK TOWNSHIP

EROSION CONTROL

AGREEMENT

Colts Neck Township Planning Board:

Subdivision or Site Identification:

\_\_\_\_\_

In accordance with Colts Neck Development Ordinance (504, A and 611) req. for wind and water erosion and siltation control, the following protection measures will be taken starting from the beginning of construction and continuing until the Performance Bond is released and the site improvements accepted by the Township:

- (1) Drainage system will be installed before roads, driveways, parking areas or other site improvements are made. After installation of drainage system, the areas around the catch basins will be undercut to form sediment basins to trap sediment and whatever other measures are necessary will be taken to prevent soil or other foreign material from entering the drainage system. Before streets and/or parking areas are paved, in all areas where the lands adjacent to, and 50 feet back from, the curbs are level or above the top of the curb grade, this area (i.e., road shoulder) between the edge of the curb and the edge of the right-of-way shall be graded so as to provide a temporary drainage swale parallel to the curb and it shall be a minimum of 8 inches deep (i.e., below top of curb) for the complete length of the curb. At low spots and other places where accumulated water would run over the curbs or cause erosion on greenways or on adjacent lands; siltation ponds shall be constructed and equipped with pipe or equivalent overflow devices.
- (2) After installation of street, driveway or parking area base hard surface, hay bales solidly secured in place or temporary walls, a minimum of 5 inches high, will be installed and maintained around catch basins' grates to form temporary sediment basins in the street, driveways or parking areas to catch sediment. All sediment collected in such basins will be removed from the street, driveway or parking area surface by the end of the first working day following a rain. This protection will be continued until all potential sources of erosion into streets, driveways or parking areas are removed or fully stabilized.
- (3) After street, driveway or parking area hard surface has been installed, all necessary measures will be taken to prevent, or immediately remove any soil or other material that is subject to being washed into the drainage system, from reaching, or remaining on, the street, driveway or parking



2.

soil from being washed over curbs into streets, driveways or parking areas. Curb-cut areas will be protected by grading, stone and/or other suitable means to assure that soil is not washed into the streets or that construction vehicles do not tract significant amounts of soil onto the streets.

- (4) Grading will be limited to land needed for immediate construction; only undesirable trees will be removed and structures positioned so as to minimize removal of desirable trees. Soil areas disturbed by construction will be protected by a mulch, temporary cover crop and/or other suitable means as soon as practicable to minimize wind and water erosion. Slopes subject to erosion will be protected by mulch, burlap, salt hay with tack coat of tar, stepboards and stakes and/or suitable other means until a stand of ground cover or grass is obtained and the slopes are stabilized. By means of grading, use of berms, siltation ponds and other suitable means erosion into the drainage system, onto greenways or off-site will be prevented on or from the site.
- (5) If for any reason the project is shut down for any extended length of time, such as during the winter months, all work already started will be brought to as near a completed stage as deemed necessary to prevent on-site or off-site wind or water erosion or siltation during this period. By September 15th of each year, all disturbed areas shall be fully protected from erosion.
- (6) At all times and especially at the close of each work day, all construction areas will be placed in such a condition that a rain and/or wind storm will not cause significant erosion or siltation of drainage systems, greenways, or off-site areas.
- (7) All underground utilities under streets, driveways or parking areas will be installed before the base course pavement is installed.

During the period that the Maintenance Bond is in effect, the above erosion control measures will be taken for public improvement and greenway areas and for all property remaining in subdivider's ownership and/or under subdivider's control



## DISCLOSURE STATEMENT

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

Date: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_

Signature of person preparing Disclosure Statement: \_\_\_\_\_

Pursuant to N.J.S.A. 40:55D-48.1, the names and addresses of all persons owning 10% of the stock in a corporate applicant or 10% interest in any partnership applicant must be disclosed. In accordance with N.J.S.A. 40:55D-48.2 that disclosure requirement applies to any corporation or partnership which owns more than 10% interest in the applicant followed up the chain of ownership until the names and addresses of the no-corporate stockholders and partners, exceeding the 10% ownership criterion have been disclosed. (Attach pages as necessary to fully comply)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Interest: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Interest: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Interest: \_\_\_\_\_



HOLD HARMLESS

Date: \_\_\_\_\_

Gentlemen:

The undersigned will at all times hold harmless the Township of Colts Neck and its Officers and its Engineer from any loss due to damage resulting from the grading, drainage, or development of the lands designed as Block \_\_\_\_\_, Lot \_\_\_\_\_ on the Tax Map of Colts Neck Township commonly known as \_\_\_\_\_, Colts Neck, New Jersey, sustained or incurred by reason or in consequence of development and site improvements in accordance or conditionally approved as the same appears on file in the office of the Planning Board of the Township of Colts Neck, Application No. \_\_\_\_\_.

The assurances herein contained are intended to fully comply with the requirements of Section 102-36A2 of the Colts Neck Development Regulations Ordinance.

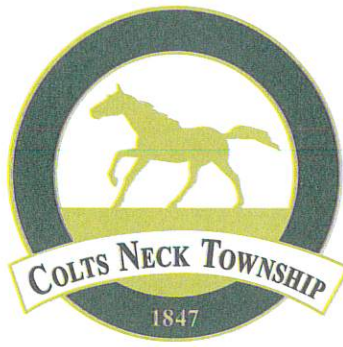
WITNESS our hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Applicant's Signature

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

\_\_\_\_\_  
Notary





**STATEMENT OF LANDOWNER CONSENT WHERE APPLICANT IS NOT LANDOWNER**

I, \_\_\_\_\_, the owner of Block (s) \_\_\_\_\_,  
Lot (s) \_\_\_\_\_, commonly known as \_\_\_\_\_ in  
the Township of Colts Neck, Monmouth County, New Jersey hereby acknowledge that the application  
of \_\_\_\_\_ for development of said property is made with my  
complete understanding and permission in accordance with an agreement of purchase or option  
agreement entered into between me and the applicant stated herein:

\_\_\_\_\_  
Property Owner's Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date



**TAX COLLECTOR'S CERTIFICATION**

APPLICATION NUMBER \_\_\_\_\_ DATE \_\_\_\_\_

APPLICANT NAME \_\_\_\_\_ RECEIVED BY \_\_\_\_\_

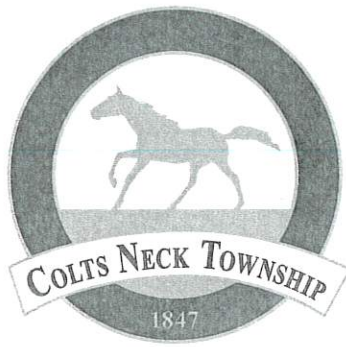
DATE RECEIVED \_\_\_\_\_

I, John D. Antonides, Tax Collector for Colts Neck Township do hereby certify and affirm that no taxes or special charges are due or delinquent on Block \_\_\_\_\_ and Lot \_\_\_\_\_ as shown on the Tax Map of Colts Neck Township.

Taxes paid through \_\_\_\_\_ Quarter, \_\_\_\_\_ Year on \_\_\_\_\_.

\_\_\_\_\_  
John D. Antonides, CTC

\_\_\_\_\_  
Applicant Signature



APPLICATION # \_\_\_\_\_ APPLICANT \_\_\_\_\_  
BLOCK # \_\_\_\_\_ LOT # \_\_\_\_\_ ADDRESS: \_\_\_\_\_

### TECHNICAL REVIEW COMMITTEE ACKNOWLEDGEMENT

THE UNDERSIGNED, being the applicant herein, or the authorized agent of said applicant, hereby acknowledge that any review of its application by the Technical Review Committee is for the purpose of ensuring that the application is technically complete pursuant to the Ordinance requirements in order to ensure that sufficient information has been provided for the Planning Board to make an educated determination with respect to the application. The review of the subcommittee is technical in nature and NON-BINDING on the full Planning Board.

No comments, suggestions or recommendations made by the Committee, or any member thereof, shall be considered to constitute the recommendation of the Planning Board nor will such recommendation be binding on the Planning Board.

The applicant recognizes and acknowledges that the opinions of individual Planning Board Members and/or the full Planning Board may differ from those of the Committee or its Members.

The Planning Board SHALL NOT CONSIDER, as evidential, any reference to the proceedings before the Technical Review Committee during the public hearing of the application and SHALL NOT consider itself bound in anyway thereby.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant





## **FIRE PREVENTION BUREAU**

Subject: Standpipe Detail

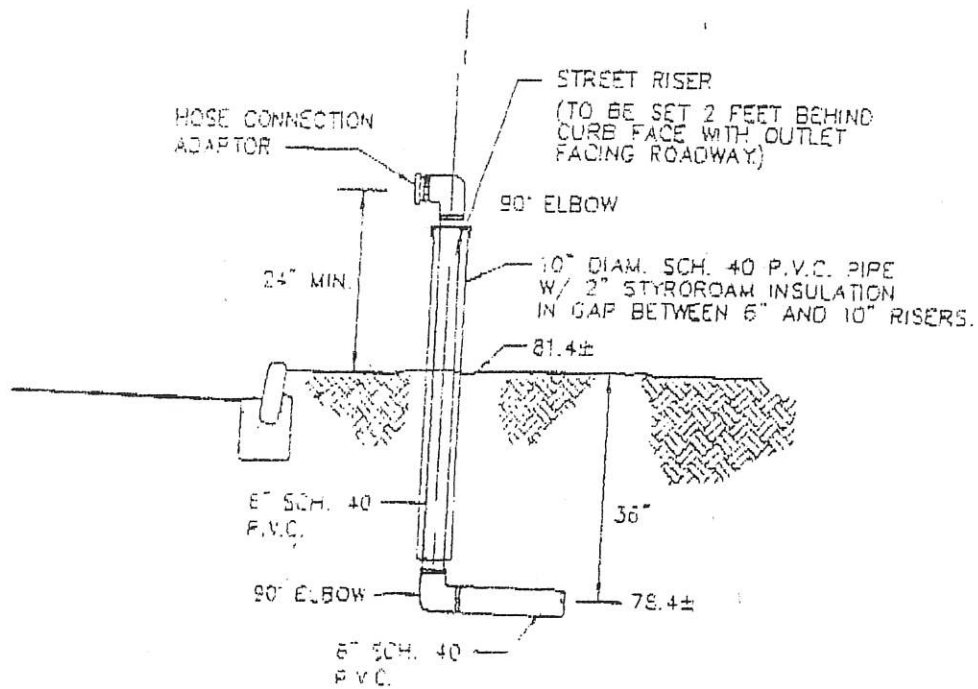
Due to the nature of Colts Neck with no general hydrant system, a variety of water access points have been certified by the Township and registered to meet the Insurance Services Office (ISO) fire protection requirements for this town. All subdivisions and site plans involving islands with any water source (streams, ponds or any water location) must contact this office to verify if the water source has been certified or registered. Failure to do so could affect the Township's ISO rating, which in turn could increase insurance premiums and limit the ability of the Fire Department to provide adequate fire suppression.

The Colts Neck Fire Prevention Bureau and the Colts Neck Executive Fire Council have already approved standpipe installation specifications for all water access situations in town. Applicants must contact this office during the subdivision/site plan approval process and supply information regarding the proposed standpipe location, the water source to be accessed, the road access to the proposed standpipe location and any other additional information as may be needed as determined by the above agencies. The "Hose Connection Adaptor" as noted on the specifications must match Colts Neck Fire Department apparatus' threaded connections. The Colts Neck Fire Prevention Bureau and the Colts Neck Executive Fire Council must approve any alternate proposals before any final site plan approval.

Any questions can be directed to the Fire Official at the Colts Neck Fire Prevention Bureau.

Colts Neck Fire Official  
Matthew Young  
[myoung@coltsneck.org](mailto:myoung@coltsneck.org)

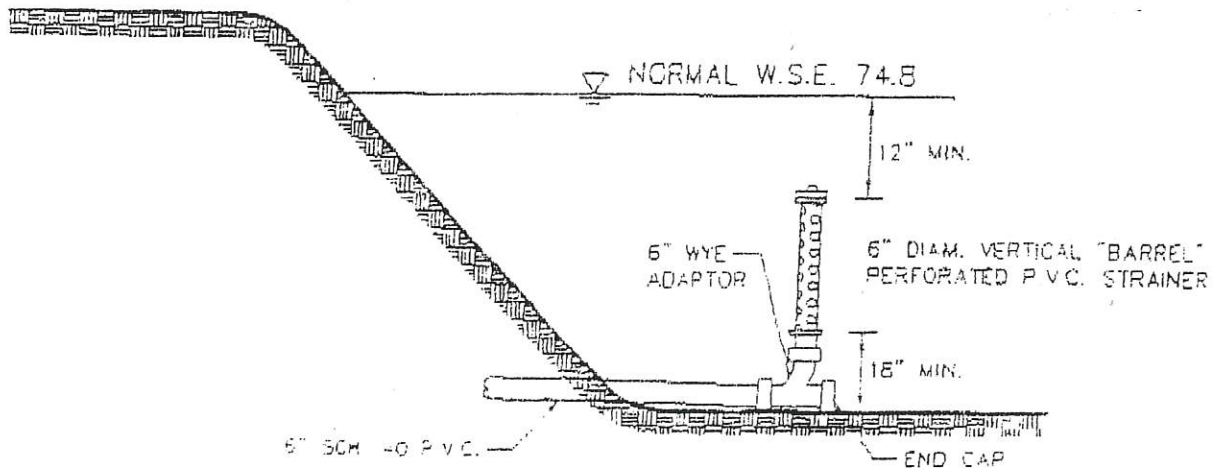
**Colts Neck Township**  
**124 Cedar Drive, Colts Neck, NJ 07722**  
**Tel: 732-462-5470 Fax: 732-431-3173**  
**[www.coltsneck.org](http://www.coltsneck.org)**



## STREET RISER

N.T.S.

SEE "SCHLUMBERGER WATER DIVISION" MANUFACTURERS SPECIFICATIONS FOR TYPICAL DETAILS AND FURTHER INFORMATION.  
ALTERNATE MANUFACTURERS PRODUCT TO BE APPROVED BY THE COLTS NECK FIRE DEPARTMENT.



Application No.: \_\_\_\_\_

FORM #3

TOWNSHIP OF COLTS NECK  
MONMOUTH COUNTY  
NEW JERSEY

---

In the Matter of the Application  
of

) Proof of Service  
)

STATE OF NEW JERSEY )  
COUNTY OF MONMOUTH ) SS.

I, \_\_\_\_\_, being duly sworn on my  
oath, depose and say: that I am the applicant, owner agent of  
applicant \_\_\_\_\_;  
(Strike out inapplicable word)

that at the date hereinafter stated I served a notice of which  
the annexed is a true copy, upon the following property owners  
each of whose property is within two hundred feet of the property  
of appellant to be affected in this matter, in the manner  
following, that is to say;

- (a) Personally, by handling such true copy to said property  
owners as follows:
- (b) By leaving such true copy with the owner's agent in  
charge of the property, as follows:
- (c) By mailing, by certified mail, such true copy to the  
last known address of the property owners as shown by  
the most recent tax list of said Township, as follows:

(Please complete attached list)



-2A-

EXHIBIT I

Method of Service	Property Owner & Location	Blk	Lot	Date of Service
----------------------	---------------------------	-----	-----	--------------------

CERTIFICATION

I HEREBY CERTIFY that the foregoing statements made by me are true. I am aware that if any such statements made by me are willfully false, I am subject to punishment.

\_\_\_\_\_  
Deponent

Sworn and Subscribed to  
before me this       day of  
19   .

\_\_\_\_\_

Application # PB \_\_\_\_\_

**TOWNSHIP OF COLTS NECK  
MONMOUTH COUNTY  
NEW JERSEY**

**NOTICE**

TO: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PLEASE TAKE NOTICE** that the undersigned has appealed to the Planning Board of the Township of Colts Neck for \_\_\_\_\_ so as to permit:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

on premises located at \_\_\_\_\_  
known as Block \_\_\_\_\_, Lot (s) \_\_\_\_\_ on the Tax Map, which is within  
200 feet of property owned by you. This appeal is now on the Secretary's Calendar and a public  
hearing has been ordered for Tuesday evening \_\_\_\_\_ at 7:30 p.m.  
prevailing time, in Town Hall located at 1 Veterans Way, Colts Neck, New Jersey at which time you  
may appear in person, by agent or attorney and present any objection which you may have to the  
granting of this appeal. The Applicant reserves the right to amend this application at the time of  
hearing to include any and all other variances, waivers or other relief which may be deemed necessary  
or appropriate by the Planning Board. All plans, maps and papers regarding this appeal are on file in  
the Planning Department and are available for inspection during normal business hours.

This notice is served upon you by order of the Planning Board.

Respectfully,

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

§ 102-87. Schedule of limitations: residential and agricultural. [Amended 4-14-1999; 6-9-1999; 11-10-19.]

Schedule of Limitations: Residential and Agricultural

Type	District					
	A-1	A-2	A-3	A-4	A-5	AG
Minimum lot area (square feet)	88,000	40,000	30,000	§ 102-85	220,000	§ 102-86
Minimum lot frontage	300 ft. <sup>1</sup>	200 ft. <sup>1</sup>	150 ft. <sup>1</sup>	§ 102-85 <sup>1</sup>	400 ft.	§ 102-86 <sup>1</sup>
Minimum lot width	300 ft.	200 ft.	150 ft.	§ 102-85	400 ft.	§ 102-86
Minimum lot depth	200 ft.	175 ft.	150 ft.	§ 102-85	400 ft.	§ 102-86
Minimum yards						
Principal buildings (see definitions in § 102-4)						
Front yard	75 ft. <sup>1</sup>	75 ft. <sup>1</sup>	75 ft. <sup>1</sup>	§ 102-85	75 ft.	§ 102-86 <sup>1</sup>
Side yard (each)	50 ft. <sup>1</sup>	40 ft. <sup>1</sup>	30 ft. <sup>1</sup>	§ 102-85	50 ft.	§ 102-86 <sup>1</sup>
Rear yard	50 ft. <sup>1</sup>	25 ft. <sup>1</sup>	15 ft. <sup>1</sup>	§ 102-85	50 ft.	§ 102-86 <sup>1</sup>
Accessory buildings						
Front yard	100 ft.	100 ft.	100 ft.	§ 102-85	100 ft.	§ 102-86
Side yard	50 ft./ 25 ft. <sup>3, 25</sup>	25 ft.	15 ft.	§ 102-85	50 ft.	§ 102-86
Rear yard	50 ft./ 25 ft. <sup>3, 26</sup>	25 ft.	15 ft.	§ 102-85	50 ft.	§ 102-86
To another building	20 ft.	20 ft.	20 ft.	§ 102-85	20 ft.	§ 102-86
For more specific requirements, see § 102-48.						
Maximum building coverage						
Principal buildings						
One-story	10%	10%	10%	§ 102-85	10%	§ 102-86
Two-story	6.6%	6.6%	6.6%	§ 102-85	6.6%	§ 102-86
Accessory buildings	5%	5%	5%	§ 102-85	5%	§ 102-86
Maximum lot coverage (see definitions)	20%	20%	30%	40%	20%	§ 102-86
Maximum building height						
Number of stories	2.5	2.5	2.5	§ 102-85	2.5	§ 102-86
Height	35 ft.	35 ft.	35 ft.	§ 102-85	35 ft.	§ 102-86

NOTES:

General notes applicable to all categories:

<sup>1</sup>Where two or more requirements apply to a situation, the more stringent requirement shall apply.

<sup>2</sup>Unless specifically stated otherwise in this chapter, the following may be located in the yard areas required for principal buildings: parking and loading areas with related aisles and driveways; fences and walls not exceeding six feet in height; mailboxes, signs, lampposts, flagpoles, wells, septic systems and similar structures. In addition, the following parts of a principal building may extend into the required yard areas up to a maximum of two feet: chimneys, bay windows, eaves, gutters and downspouts.

<sup>3</sup>A minimum of 75% of the minimum required lot area or a minimum of 1.5 acres (i.e., 66,000 square feet), whichever is smaller, in all zones must be free of wetlands and associated buffer areas; floodplains; conservation, open space, drainage and right-of-way easements; and landscaping easements.

Specific notes applicable where indicated:

Lot frontage; building projection. [Amended 12-29-1999]



420 PUBLIC HEARINGS, HEARINGS AND NOTICES

All hearings conducted on subdivisions, site plans, or variances before either the zoning board of adjustment or planning board shall follow the requirements of the Municipal Land Use Law as amended, as summarized below:

- A. Any maps and documents submitted for approval shall be on file and available for public inspection at least 10 days before the public hearing date during normal business hours in the office of the administrative officer.
- B. The approving authority shall provide for the verbatim recording of the proceedings by either stenographic, mechanical or electronic means.
- C. Each decision on any application for development shall be reduced to writing as provided in this section, and shall include findings of facts and conclusions based thereon. Failure of a motion to approve an application for development to receive the number of votes required for approval shall be deemed an action denying the application. The approving authority may provide such written decision and findings and conclusions either on the date of the meeting at which the approving authority takes action to grant or deny approval, or, if the meeting at which such action is taken occurs within the final 45 days of the applicable time, within 45 days of such meeting by the adoption of a resolution of memorialization setting forth the decision and the findings and conclusions of the approving authority thereon. An action resulting from the failure of a motion to approve an application shall be memorialized by resolution as provided above. The adoption of a resolution of memorialization pursuant to this subsection shall not be construed to alter the applicable time period for rendering a decision on the application for development. Such resolution shall be adopted by a vote of a majority of the members of the approving authority who voted for the action previously taken, and the approving authority who voted for the action previously taken, and no other member shall vote thereon.

The vote on such resolution shall be deemed to be a memorialization of an action of the approving authority, and not to be an action of the approving authority; except that failure to adopt such a resolution within the 45 days period shall result in the approval of the application for development, notwithstanding any prior action taken thereon.

Whenever a resolution of memorialization is adopted in accordance with this subsection, the date of such adoption shall constitute the date of the decision for purposes of the mailings, filings and publications required by these

regulations.

- D. A copy of the decisions shall be mailed by the approving authority within 10 days of the date of the decision to the applicant or if represented by an attorney, then to the attorney, and a copy shall also be filed in the office of the administrative officer. A brief notice of the decision shall also be published in the official newspaper of the municipality, if there be one, or in a newspaper of general circulation in the municipality, the publication of which shall be arranged by the administrative officer. The period of time in which an appeal of the decision may be made shall run from the first publication of the decision.
- E. All public notices shall state the date, time and place of the public hearing, the nature of all the matters to be considered and an identification of the property proposed for development by street address, if any, or by reference to lot and block numbers and the location and times at which any maps and documents are available for public inspections.
- F. All public notices for public hearings on developments shall be the responsibility of the applicant and shall be given at least 10 days prior to the hearing date and the public hearing date shall be set by the approving authority.
  - 1. Public notice shall be given by publication in the official newspaper of the municipality, if there be one, or in a newspaper of general circulation in the municipality.
  - 2. Public notices shall be given to the owners of all real property as shown on the current tax duplicate, located in this State and within 200 feet in all directions of the property which is the subject of such hearing; provided that this requirement shall be deemed satisfied by notice to the (1) condominium association, in the case of any unit owner whose unit has a unit above or below it, or (2) horizontal property regime, in the case of any co-owner whose apartment has an apartment above or below it. This notice shall be given by either serving a copy thereof on the property owner as shown on said current tax duplicate or his/her agent in charge of the property, or mailing a copy thereof by certified mail to the property owner at his/her address as shown on the said current tax duplicate.

Public notice to a partnership owner may be made by service upon any partner. Notice to a corporate owner may be made by service upon its president, a vice president, secretary or other person authorized by appointment or by law to accept service on behalf of the corporation. Notice to a condominium association, horizontal



property regime, community trust or homeowners' association, because of its ownership of common elements or areas located within 200 feet of the property which is the subject of the hearing, may be made in the same manner as to a corporation without further notice to unit owners, co-owners, or homeowners on account of such common elements or areas.

Notice of hearings on applications for development involving property located within 200 feet of an adjoining municipality shall be given by personal service or certified mail to the clerk of such municipality; Notice shall be given by personal service or certified mail to (1) the county planning board for all hearings where the hearing concerns a property adjacent to an existing county road or proposed road shown on the official county map or on the county master plan, adjoining other county land, or situated within 200 feet of a municipal boundary; (2) the commissioner of transportation where the hearing concerns a property adjacent to a state highway; (3) the State Planning Commission where the hearing concerns a property which exceeds 150 acres or exceeds 500 dwelling units and this notice shall include a copy of any maps or documents required to be on file with the administrative officer.

Upon the written request of an application, the Township Clerk shall; within 7 days, make and certify a list from said current tax duplicate of names and addresses of owners to whom the applicant is required to give this notice. The applicant shall be entitled to rely upon the information contained in such list, and the failure to give notice to any owner not on the list shall not invalidate any hearing or proceeding. A sum not to exceed \$0.25 per name, or \$10.00 whichever is greater, may be charged for such list.

- G. The applicant shall file a list of all property owners within 200 feet from all municipalities affected and an affidavit of proof of service of required notices and of public notice publication with the approving authority holding the hearing. Any notice made by certified mail shall be deemed complete upon mailing.



TOWNSHIP OF COLTS NECK  
SKETCH PLAT OF MAJOR SUBDIVISION  
OR  
SKETCH PLAT OF MAJOR SITE PLAN

Application For: Subdivision Sketch (    )  
                  Site Plan Sketch    (    )

Application No.: \_\_\_\_\_ Date Received  
By Board: \_\_\_\_\_  
Project Name: \_\_\_\_\_ Block(s): \_\_\_\_\_  
Applicant's Name: \_\_\_\_\_ Lot(s): \_\_\_\_\_  
Latest Issue Date of Plat Cover Sheet: \_\_\_\_\_

FOR BOARD  
USE ONLY

TO BE CHECKED  
BY APPLICANT  
YES            NO(\*)

- (    ) 1. Three copies of completed application and check list.
- (    ) 2. Required fee per Section 411 (\*\*).
- (    ) 3. Five copies of plat showing concept plan for subdivision or site plan. The more details shown, the more input and guidance the Board can provide.

\_\_\_\_\_  
\_\_\_\_\_

-----  
\* On a separate page list all items not provided, with appropriate ordinance reference, example: 634.A.2 or 707.1.A.1(a)(6) and reasons for not providing required information at this time and when it will be provided.

\*\* Reference in Colts Neck Township Development Regulations Ordinance.

CERTIFICATION BY APPLICANT AND PERSON  
COMPLETING THIS FORM (Both must sign)

I (We) believe the above information is accurate, I (we) understand that "certification of the application as complete" only determines the commencing of the applicable time period for action by the approving authority and understand that certification of the application for time period purposes does not mean that all applicable ordinance requirements have been met or that all required information, data and/or documents required for approval of the application have been received or that any waivers have been granted.

Signed: \_\_\_\_\_  
(Applicant)

Dated: \_\_\_\_\_

(Person preparing this Checklist)

Dated: \_\_\_\_\_

TOWNSHIP OF COLTS NECK  
CLASSIFICATION AND MINOR SUBDIVISION PLAN  
OR  
CLASSIFICATION AND MINOR SITE PLAN

Application For: Minor Subdivision (    )  
Minor Site Plan (    )

Application No.: \_\_\_\_\_ Date Received  
By Board: \_\_\_\_\_  
Project Name: \_\_\_\_\_ Block(s): \_\_\_\_\_  
Applicant's Name: \_\_\_\_\_ Lot(s): \_\_\_\_\_  
Latest Issue Date of Plat Cover Sheet: \_\_\_\_\_

NOTICE

THIS FORM MUST BE COMPLETED AND RETURNED TO THE ADMINISTRATIVE OFFICER WITH THE SUBDIVISION OR SITE PLAN APPLICATION WHEN FILED: FAILURE TO INCLUDE ALL ITEMS REQUIRED ON SUBMITTED PLANS OR ATTACHMENTS MAY RESULT IN THE APPLICATION BEING CONSIDERED INCOMPLETE FROM A SUBMISSION STAND POINT AND CERTIFICATION AS A COMPLETE APPLICATION DENIED. TO BE CONSIDERED AT A REGULAR MEETING; ALL INFORMATION AND DOCUMENTS MUST BE RECEIVED BY THE BOARD A MINIMUM OF TEN (10) DAYS PRIOR TO THE MEETING.

FOR BOARD  
USE ONLY

TO BE CHECKED  
BY APPLICANT  
YES      NO (\*)

- |           |  |       |       |
|-----------|--|-------|-------|
| (    ) 1. | Three copies of completed application and check list.  | _____ | _____ |
| (    ) 2. | Required fee per Section 411 (**)  | _____ | _____ |
| (    ) 3. | Three copies of any protection and/or restriction covenants or deed restrictions or easements applying to the lands being developed. | _____ | _____ |
| (    ) 4. | Three copies of identification of information missing and reasons for not providing at this time.                                    | _____ | _____ |
| (    ) 5. | For plat for Classification and Minor Subdivision approval, eight complete sets of plats, plus one cloth tracing to be filed.        | _____ | _____ |

- ( ) 6. For plat for Classification and Minor Site Plan approval, eight complete sets of plats, plus one cloth tracing to be filed if the approval involves dedications and/or easements. \_\_\_\_\_

FOR BOARD  
USE ONLY

TO BE CHECKED  
BY APPLICANT  
YES NO (\*)

- ( ) 7. Three copies of identification of information missing and reasons for not providing required information at this time. \_\_\_\_\_

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\* On a separate page list all items not provided, with appropriate ordinance reference, example: 634.A.2 or 707.1A.1(a)(6) and reasons for not providing required information at this time and when it will be provided.

\*\* Reference in Colts Neck Township Development Regulations Ordinance.

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CERTIFICATION BY APPLICANT AND PERSON  
COMPLETING THIS FORM (Both must sign)

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Signed: \_\_\_\_\_  
(Applicant)

Dated: \_\_\_\_\_

\_\_\_\_\_  
(Person preparing this checklist)

Dated: \_\_\_\_\_



TOWNSHIP OF COLTS NECK CHECK LIST  
PRELIMINARY MAJOR SUBDIVISION  
OR  
PRELIMINARY MAJOR SITE PLAN

Application For: Preliminary Major Subdivision ( )  
Preliminary Major Site Plan ( )

Application No.: \_\_\_\_\_ Date Received  
By Board: \_\_\_\_\_  
Project Name: \_\_\_\_\_ Block(s): \_\_\_\_\_  
Applicant's Name: \_\_\_\_\_ Lot(s): \_\_\_\_\_  
Latest Issue Date of Plat Cover Sheet: \_\_\_\_\_

NOTICE

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FOR BOARD USE ONLY	TO BE CHECKED BY APPLICANT
	<u>YES</u> <u>NO</u> (*)
( ) 1. Three copies of completed application and check list.	_____
( ) 2. Required fee per Section 411 (**)	_____
( ) 3. Three copies of signed and dated "Colts Neck Township Erosion Control Agreement".	_____
( ) 4. Three copies of signed and notarized "Hold Harmless" form.	_____
( ) 5. Three copies of a complete "Environmental Impact Report"(EIR) per Section 611 or a request of a waiver of the full EIR in the form of three copies of completed "Environmental Impact Assessment" form.	_____
( ) 6. Three copies of any protective and/or restrictive covenants or deed restrictions or easements applying to the lands being developed.	_____

FOR BOARD  
USE ONLY

TO BE CHECKED  
BY APPLICANT  
YES NO(\*)

- ( ) 7. Three copies of Drainage Calculations per Section 610. \_\_\_\_
- ( ) 8. For Preliminary Major Subdivision, eight (8) complete sets of plats of the subdivision providing the date and information required in Section 506 and applicable Sections of Article 6 and in conformance with the requirements of Article 7. \_\_\_\_
- ( ) 9. For Preliminary Major Site Plan, eight (8) complete sets of plat plans of the site plan providing the data and information required in Section 507 and applicable Sections of Article 6 and in conformance with the requirements of Article 7. \_\_\_\_
- ( ) 10. Three copies of identification of information missing and reasons for not providing required information at this time. \_\_\_\_

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\* On a separate page list all items not provided, with appropriate ordinance reference, example: 634.A.2 or 707.1.A.1(a)(6) and reasons for not providing required information at this time and when it will be provided.

\*\* Reference in Colts Neck Township Development Regulations Ordinance.

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CERTIFICATION BY APPLICANT AND PERSON  
COMPLETING THIS FORM (Both must sign)

I (We) believe the above information is accurate, I (We) understand that "certification of the application as complete" only determines the commencing of the applicable time period for action by the approving authority and understand that certification of the application for time period purposes does not mean that all applicable ordinance requirements have been met or that all required information, data and/or documents required for approval of the application have been received on that any waivers have been granted.

Signed: \_\_\_\_\_  
(Applicant)

Dated: \_\_\_\_\_

\_\_\_\_\_  
(Person preparing this Checklist)

Dated: \_\_\_\_\_

CHECK LIST NO. 4  
TOWNSHIP OF COLTS NECK  
FINAL MAJOR SUBDIVISION  
OR  
FINAL MAJOR SITE PLAN

Application For: Final Major Subdivision (    )  
Final Major Site Plan (    )

Application No.: \_\_\_\_\_

Date Received

By Board: \_\_\_\_\_

Project Name: \_\_\_\_\_

Block(s): \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Lot(s): \_\_\_\_\_

Latest Issue Date of Plat Cover Sheet: \_\_\_\_\_

NOTICE

THIS FORM MUST BE COMPLETED AND RETURNED TO THE ADMINISTRATIVE OFFICER WITH THE SUBDIVISION OR SITE PLAN APPLICATION WHEN FILED: FAILURE TO INCLUDE ALL ITEMS REQUIRED ON SUBMITTED PLANS OR ATTACHMENTS MAY RESULT IN THE APPLICATION BEING CONSIDERED INCOMPLETE FROM A SUBMISSION STAND POINT AND CERTIFICATION AS A COMPLETE APPLICATION DENIED. TO BE CONSIDERED AT A REGULAR BOARD MEETING: ALL INFORMATION AND DOCUMENTS MUST BE RECEIVED BY THE BOARD A MINIMUM OF TEN (10) DAYS PRIOR TO THE MEETING.

FOR BOARD  
USE ONLY

TO BE CHECKED  
BY APPLICANT

YES                  NO(\*)

- |  |       |       |
|--|-------|-------|
| (    ) 1. Three copies of completed application and check list.  | _____ | _____ |
| (    ) 2. Required fee per Section 411 (**).   | _____ | _____ |
| (    ) 3. Approved and accepted Guarantees per Section 412 (ie. Performance Guarantee must be a Letter of Credit or Cash, Maintenance Guarantee can be Surety, Cash or Letter of Credit - both must be on Colts Neck Township form and be accepted by the Township Committee before application can be accepted or certified).   | _____ | _____ |
| (    ) 4. Certification that Real Estate Taxes are paid to date.   | _____ | _____ |
| (    ) 5. For Final Major Subdivision, eight paper copies of complete Final Major Subdivision Plats (ie. same set of plats that received Preliminary approval retitled and corrected to show any proposed or "as installed" changes) plus one cloth tracing of the sheet(s) to be filed (ie. paper copies of this sheet(s) should also be included with the eight paper copies above). | _____ | _____ |



FOR BOARD  
USE ONLY

TO BE CHECKED  
BY APPLICANT

- ( ) 6. For Final Major Site Plan, eight paper copies of complete Final Major Site Plan plats (ie. same set of plats that received Preliminary Approval retitled and corrected to show any proposed or "as installed" changes).
- ( ) 7. Three copies of identification of information missing and reasons for not providing required information at this time.

YES      NO(\*)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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\* On a separate page list all items not provided, with appropriate ordinance reference, example: 634.A.1 or 707.1.A.1(a)(6) and reasons for not providing required information at this time and when it will be provided.

\*\* Reference in Colts Neck Township Development Regulations Ordinance.

---

CERTIFICATION BY APPLICANT AND PERSON  
COMPLETING THIS FORM (Both must sign)

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Signed: \_\_\_\_\_  
(Applicant)

Dated: \_\_\_\_\_

\_\_\_\_\_  
(Person preparing this Checklist)

Dated: \_\_\_\_\_



CHECK LIST NO. 5  
TOWNSHIP OF COLTS NECK  
CONDITIONAL USE APPLICATION

Application No. _____	Date Received By Board: _____
Project Name _____	Block(s): _____
Applicant's Name _____	Lot(s): _____
Latest Issue Date of Plat Cover Sheet _____	

NOTICE

THIS FORM MUST BE COMPLETED AND RETURNED TO THE ADMINISTRATIVE OFFICER WITH THE CONDITIONAL USE APPLICATION WHEN FILED; FAILURE TO INCLUDE ALL ITEMS REQUIRED ON SUBMITTED PLANS OR ATTACHMENTS MAY RESULT IN THE APPLICATION BEING CONSIDERED INCOMPLETE FROM A SUBMISSION STAND POINT AND CERTIFICATION AS A COMPLETE APPLICATION DENIED. TO BE CONSIDERED AT A REGULAR BOARD MEETING, ALL INFORMATION AND DOCUMENTS MUST BE RECEIVED BY THE BOARD A MINIMUM OF TEN (10) DAYS PRIOR TO THE MEETING.

FOR BOARD USE ONLY	TO BE CHECKED BY APPLICANT
	YES      NO(*)
( ) 1. Three copies of completed application and check list.	_____
( ) 2. Required fee per Section 411 (**).	_____
( ) 3. All information and documents required per Section 405.	_____
( ) 4. If subdivision or site plan approval is also involved, complete check list, fees, documents and data required for each approval requested.	_____
( ) 5. Three copies of identification of information missing and reasons for not providing information at this time.	_____

- \* On a separate page list all items not provided, with appropriate ordinance reference, example: 634.A.2 or 707.1.A.1(a)(6) and reasons for not providing required information at this time and when it will be provided.
- \*\* Reference in Colts Neck Township Development Regulations Ordinance.

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CERTIFICATION BY APPLICANT AND PERSON  
COMPLETING THIS FORM (Both must sign)

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Signed: \_\_\_\_\_  
(Applicant)

Dated: \_\_\_\_\_

\_\_\_\_\_  
(Person preparing this Checklist)

Dated: \_\_\_\_\_

TOWNSHIP OF COLTS NECK  
124 CEDAR DRIVE, COLTS NECK, NJ 07722  
TEL (732) 4625470; FAX (732) 431-3173

ARCHITECTURAL REVIEW COMMITTEE

Application No.: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Project Street Address: \_\_\_\_\_

Project: Block No: \_\_\_\_\_ Lot No: \_\_\_\_\_

Project Zone: \_\_\_\_\_ Lot Size: \_\_\_\_\_

Project Summary: \_\_\_\_\_  
\_\_\_\_\_

Date Reviewed: \_\_\_\_\_

PROJECT'S EXTERIOR MATERIALS - COMMITTEE'S CRITIQUE TO FOLLOW

Roof: Material \_\_\_\_\_ Color \_\_\_\_\_  
\_\_\_\_\_

Siding: \_\_\_\_\_

Front Elev: Material \_\_\_\_\_ Color \_\_\_\_\_  
\_\_\_\_\_

Right Side Elev: Material \_\_\_\_\_ Color \_\_\_\_\_  
\_\_\_\_\_

Left Side Elev: Material \_\_\_\_\_ Color \_\_\_\_\_  
\_\_\_\_\_

Rear Elev: Material \_\_\_\_\_ Color \_\_\_\_\_  
\_\_\_\_\_

Exposed Found'n: Material \_\_\_\_\_ Color \_\_\_\_\_  
\_\_\_\_\_

Exposed Chimney: Material \_\_\_\_\_ Color \_\_\_\_\_  
\_\_\_\_\_

Windows: Material \_\_\_\_\_ Color \_\_\_\_\_  
\_\_\_\_\_

Terrace/Deck: Material \_\_\_\_\_ Color \_\_\_\_\_  
\_\_\_\_\_

Other Exterior Elements And Their Colors:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_





Project Name: \_\_\_\_\_ Application # \_\_\_\_\_

Block number: \_\_\_\_\_ Lot number(s): \_\_\_\_\_

EIA completion or revision date: \_\_\_\_\_

COLTS NECK TOWNSHIP  
ENVIRONMENTAL IMPACT ASSESSMENT FORM

The preparation of an Environmental Impact Assessment (EIA) Form constitutes a request for a waiver of the Environmental Impact Report (EIR) requirement in the Colts Neck Development Regulations Ordinance (DRO) section 611. Other reasons for preparing it are: (1) to assist the applicant in planning and designing the project, (2) to describe the proposed project to municipal agencies, (3) to assess the project's impact on the environment, (4) to determine whether or not an EIR is required and (5) if it is determined that an EIR is required, to help determine what specific subjects the EIR should address.

ALL QUESTIONS SHALL BE ANSWERED IN THE MANNER INDICATED.

If in the opinion of the Planning Board, with the advice of the Environmental Commission, the proposed project will have a significant impact on the environment, then the applicant will be required to furnish an EIR, in accordance with the "Environmental Impact Report Guidelines", a copy of which is obtainable from the Township Administrator. Applicants planning projects with clear environmental implications may pass the EIA step and prepare only the EIR.

NOTE: Whenever a Yes or No response requires that specific material be provided, that material shall be complete, credentialed professionals (e.g., a plant list must be done by a field botanist.) Wherever an adverse impact is indicated, include a detailed description of the anticipated impact, and the steps to be taken to minimize the impacts. Cite Federal, State, and local statutes, ordinances and other sources for the answers. A general community reference is the Natural Resources Inventory for Colts Neck (NRI).

All numbers in the text (e.g., 611) are references to the applicable DRO sections.

A. PROJECT IDENTIFICATION

1. Date of submission: \_\_\_\_\_
2. Planning Board Application Number: \_\_\_\_\_
3. Project Name: \_\_\_\_\_
4. Streets abutting site: \_\_\_\_\_
5. Tax map section: \_\_\_\_\_ Block: \_\_\_\_\_ Lot(s): \_\_\_\_\_
6. Zoning Classification: \_\_\_\_\_
7. Name, address and phone number of:

Owner(s):

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---

---

If Corporation, President:

---

---

---

Person(s) in charge of project:

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---

---

8. Person(s) preparing this EIA:

---

---

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B. PROJECT DESCRIPTION

1. Total site area: \_\_\_\_\_ acres. Involved in project: \_\_\_\_\_ acres.  
Balance: \_\_\_\_\_ acres.
2. (701 & 711) Is site to be subdivided? Yes \_\_\_\_\_ No \_\_\_\_\_  
How many lots? \_\_\_\_\_
3. Min. lot size: \_\_\_\_\_ sq.ft.; \_\_\_\_\_ acres. Max lot size: \_\_\_\_\_ sq.ft.  
\_\_\_\_\_ acres.
4. (6083.3.) Percent in dedicated areas: \_\_\_\_\_%; Percent in  
roads: \_\_\_\_\_%; Greenways: \_\_\_\_\_%  
Easements: List by type and indicate percentage of site  
contained in each.  
A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_
5. Is project an expansion of an existing developed plan?  
Yes \_\_\_\_\_ No \_\_\_\_\_ If Yes, indicate percent of expansion  
proposed: \_\_\_\_\_  
Building square footage: \_\_\_\_\_ Developed acreage: \_\_\_\_\_
6. If single phase project, estimated period of construction:  
\_\_\_\_\_ months.  
Construction to begin \_\_\_\_\_ after final approval.
7. If multi-phase project, number of phases: \_\_\_\_\_.  
Is phase 1 dependent on subsequent phases? Yes \_\_\_\_\_ No \_\_\_\_\_  
Construction to begin \_\_\_\_\_ after final approval.  
Est. phase 1 completion date: \_\_\_\_\_; Est. final phase  
completion: \_\_\_\_\_.
8. Does project involve or depend upon state or federal  
funding? Yes \_\_\_\_\_ No \_\_\_\_\_. Are any state or federal permits  
required? Yes \_\_\_\_\_ No \_\_\_\_\_. If yes, specify \_\_\_\_\_.
9. Non-residential use:  
Percent in parking area: \_\_\_\_\_% Percent in driveways/walks \_\_\_\_\_%  
Percent in buildings: \_\_\_\_\_% Total percent in impermeable  
surface \_\_\_\_\_%. Number of buildings: \_\_\_\_\_; Height of tallest  
building \_\_\_\_\_ ft. Total floor space of all building(s): \_\_\_\_\_  
sq. ft. Describe intended use of building(s): \_\_\_\_\_  
Projected employee pop: \_\_\_\_\_; No. of employee parking spaces:  
\_\_\_\_\_; Visitors per day, est.: \_\_\_\_\_; No. of visitor parking  
spaces: \_\_\_\_\_; Hours of operation: \_\_\_\_\_ A.M. to \_\_\_\_\_ P.M.
10. (617 & 711) Residential/use:  
Total dwelling units: \_\_\_\_\_; Average bedrooms per unit: \_\_\_\_\_  
Average market price per unit: \$ \_\_\_\_\_  
Height of tallest residential structure: \_\_\_\_\_ ft.; Other  
structures: \_\_\_\_\_ ft.
11. Present land use: Industrial \_\_\_\_\_ Commercial \_\_\_\_\_ Agricultural \_\_\_\_\_  
Residential \_\_\_\_\_ Undeveloped \_\_\_\_\_ Other \_\_\_\_\_
12. (616 & 641) Grading estimate (in cu. yds.) According to N.J.  
highway standards.  
Amount of cut: \_\_\_\_\_ Type(s) of material: \_\_\_\_\_  
Amount of fill: \_\_\_\_\_ Type(s) of material: \_\_\_\_\_  
Amount to leave site \_\_\_\_\_ Type(s) of material: \_\_\_\_\_  
Amount to enter site \_\_\_\_\_ Type(s) of material: \_\_\_\_\_



\*NOTE: If no material enters or leaves the site, cut must equal fill. All fill entering the site must be documented as to source and type.

13. Soils: According to 10' deep soil log test, what is the predominant soil type(s) on site? \_\_\_\_\_.  
Was bedrock encountered? \_\_\_\_\_ If so, at what depth? \_\_\_\_\_.
14. Construction: Construction hours: \_\_\_\_\_ A.M to \_\_\_\_\_ P.M.  
Maximum construction vehicle arrivals using Township streets per day: \_\_\_\_\_. Maximum number of construction workers on site at any one time \_\_\_\_\_.
15. Potable water supply: Type of well: \_\_\_\_\_ Aquifer: \_\_\_\_\_.  
Est. depth of well: \_\_\_\_\_ ft. If more than one well per lot is proposed, specify number, use and depth of each: \_\_\_\_\_
16. Sewage disposal during construction: \_\_\_\_\_ gal/day; After const.: \_\_\_\_\_ gal/day. Method of disposal during construction: \_\_\_\_\_  
After construction: \_\_\_\_\_
17. Solid waste during const.: \_\_\_\_\_ cu.yds./day; After const.: \_\_\_\_\_ cu.yds/day; Method of disposal during construction: \_\_\_\_\_  
Method after construction: \_\_\_\_\_
18. (610) Estimated peak runoff from project: \_\_\_\_\_ cu.ft.sec in \_\_\_\_\_ year storm.
19. Max. number of vehicle trips per day on twp. roads after completion: \_\_\_\_\_.
20. For all ponds and streams on site show depth: \_\_\_\_\_ Other dimensions \_\_\_\_\_.
21. (615) Does this project include demolition or abandonment of any building or other manmade structures (fences, manure piles, etc.)? Yes \_\_\_\_\_ No \_\_\_\_\_. If yes, specify the means of disposal for each component, including but not limited to asbestos, petroleum by-products and other chemical substances and underground tanks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
22. Has site been disturbed in any way in the two years preceding this application? Yes \_\_\_\_\_ No \_\_\_\_\_. If yes, specify: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
23. Specify water conservation employed: Aerators on all sinks? Yes \_\_\_\_\_ No \_\_\_\_\_. Shower head flow rates: \_\_\_\_\_ gal/min. Toilets: \_\_\_\_\_ gal./flush. Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. ENVIRONMENTAL COMPONENTS Check YES if any of the following are either present on site or off the site and impacted by the project.

- |   | <u>YES</u> | <u>NO</u> |
|---|------------|-----------|
| 1. Will the level of particulates, odors or hazardous gases increase? | _____      | _____     |

	<u>YES</u>	<u>NO</u>
2. Will noise levels increase above normal, ambient levels?	—	—
3. Will the amount of stray light or shadows be increased?	—	—
4. Are unusual geological formations or land forms present?	—	—
5. Are any slopes greater than 15% present?	—	—
6. Is soil erosion now occurring on the site?	—	—
7. Are there fossil beds, archaeological sites or cemeteries present?	—	—
8. Is water table less than 4 ft. deep during the peak rain period?	—	—
9. Is the percolation rate over 40 min/in or under 5 min/in?	—	—
10. Are meadowlands present, or to be created or altered?	—	—
11. Are wetlands present, or to be created or altered?	—	—
12. Are floodplain present, or to be created or altered?	—	—
13. Are flood hazard areas present, or to be created or altered?	—	—
14. Are drainage ditches present, or to be created or altered?	—	—
15. Is streams present, will they be altered?	—	—
16. Are any ponds preset, or to be created or altered?	—	—
17. Are native grasslands present, or to be created or altered?	—	—
18. Are mature native understory plants present, to be planted or removed?	—	—
19. Are any mature native forest trees present? If Yes, will any be removed?	—	—
20. Are any rare, threatened or endangered plant species present?	—	—
21. Are any rare, threatened or endangered animal species present?	—	—
22. Are any unique fish or shellfish species present?	—	—

Unless included on other maps, a map shall be provided showing all of the above listed components for which YES was checked. A map must be included showing soils with location and type as identified by USDA Soil Conservation Service or other recognized sources. Information on drainage class, permeability and erodibility shall be included. A description of all components present shall be submitted as well as details of all proposed alterations to them and the impact thereof. Native grassland species, mature native trees, and understory plants must be identified by species, as must all rare, threatened or endangered plant and animal species. All federal, state and local statutes and ordinances regulating an components that are checked YES above shall be cited along with the description of proposed actions.



		<u>YES</u>	<u>NO</u>
D.	<u>INFRASTRUCTURAL COMPONENTS:</u> Check YES OR NO		
1.	Will existing capacities of the local schools (K-8) be exceeded by enrollments from this project? Current capacity: _____ Current enrollment _____ Projected enrollment _____	_____	_____
2.	Will existing regional (9-12) school capacities be exceeded by enrollments from this projects? Current capacity: _____ Current enrollment _____ Projected enrollment _____		
3.	Will the project require expansion of the existing First Aid Squad?	_____	_____
4.	Will the Fire Department have to be expanded?	_____	_____
5.	Will the Police Department have to be expanded?	_____	_____
6.	Will area hospitals or health facilities need expansion?	_____	_____
7.	Will recreational programs have to be expanded or facilities added?	_____	_____
8.	Will this project cause a drop in any water supply aquifer?	_____	_____
9.	Will existing roadways have to be expanded because of this project?	_____	_____
10.	Will any new safety hazards (fire, explosions, etc.) be created?	_____	_____
11.	Will municipal solid waste/recycling programs have to be expanded?	_____	_____
12.	Will any existing sewage disposal facilities have to be expanded?	_____	_____
13.	Will the existing neighborhood character be changed by this project?	_____	_____
14.	Will the 100-year flood line be raised by runoff from this project?	_____	_____
15.	Will the 100-year flood line be raised more than 0.2 feet?	_____	_____
16.	Will the quality of potable surface water or ground water be impacted?	_____	_____
17.	Will this project create secondary infrastructural stresses in the community (e.g. increased Mt. Laurel obligations)?	_____	_____
18.	Will this project include any new infrastructural components for the community to offset impacts?	_____	_____
19.	Are there any special preservation districts, parks, cemeteries, permanent open spaces, green areas, Green Acres, recreations areas, wildlife sanctuaries, fishing streams, National or State landmarks, or other scenic, unusual or unique areas either designated or undesignated on or within 200 feet of this site?	_____	_____
20.	Will effluent from sewage system/septic system drain into wetlands or any other environmentally sensitive area?	_____	_____
21.	Are there any easements, rights-of-way, etc., on the site?	_____	_____



If YES is checked for any of the above, include a detailed description of the anticipated impacts and steps that have been taken to minimize such impacts.

The following is a brief outline of the steps to be taken when applying for a variance. Read the entire Variance/Development Application Package to ensure all steps have been completed. It is the responsibility of the applicant to complete all necessary steps applicable to each individual application.

1. Submit to Building Department for Zoning Review. If denial received, then,
2. Fill out Variance/Development Application completely.
3. Return application to Planning/Board of Adjustment office.
4. Pay appropriate fees as defined by Ordinance.
5. It is the responsibility of the applicant to give required notice to:
  - \* Local Newspaper Publication
  - \* Owner of property within 200 feet
  - \* Local utilities, adjoining municipalities, county planning boards

Notice must be given to property owners and published in the newspaper at least ten days prior to hearings.

- a. Notice all property owners - letter is included in Development/Variance Application - Form #2
- b. If requested, the Planning/Board of Adjustment Office will prepare, within 21 days, a Certified Property Owner's (CPO) list, from current tax maps, for a fee of \$10.00
- c. It is recommended that notice be sent by Certified mail. Keep all certified mail receipts (white) and staple to Signature Card (green) which shows signature of person who received mail. These cards must be brought to Planning/Board of Adjustment Office 5 days prior to scheduled public hearing.
- d. Notice must be published in local newspaper (at least ten days prior to public hearing):

Asbury Park Press  
3601 Highway 66  
Neptune, NJ 07754

Proof of publication is required. The entire sheet of the newspaper may be torn out of the newspaper the day of publication. The newspaper will mail in Affidavit of Publication after publishing. Both the full page from the newspaper and the affidavit of publication should be brought to the Planning/Board of Adjustment office 5 DAYS prior to scheduled hearing date.

In all variance applications the applicant bears the burden of proving their case.

\*Photographs or illustrations are very helpful in illustrating a case.