

**MULLICA TOWNSHIP**  
**PLANNING BOARD APPLICATION**

Planning Board meetings are normally held on the **FIRST WEDNESDAY** of each month at 7:00pm in the Mullica Township Municipal Building, 4528 White Horse Pike, Elwood. **ONE Application** must be submitted to the board Secretary at least 30 days PRIOR to the meeting date to deem the application complete to be placed on the Agenda. Once deemed complete, **Thirteen (13) collated copies** must be submitted in **FULL SETS** with any and all supporting documentation along with the appropriate filing and escrow fees. If not submitted in sets, documentation will be returned to the applicant. **Please refer to Chapter 144 Land Development Article IX Plat Detail and Design you will be required to present your application to the Board at a public hearing.**

**Applications requiring Notice:** If you need to notice for your application, you must contact the **TAX ASSESSOR** to receive a Certified List of property owners (Cost \$10.00). Notices are to be sent by Certified Mail ten (10) days prior to the meeting. Certified list, green cards, copy of notice, and proof of publication must be submitted to the Secretary prior to the night of the meeting.

Tax Assessor:

**Gerry Mead**

Hours: Monday & Wednesday: 5pm-8pm  
1<sup>st</sup> & 3<sup>rd</sup> Saturdays: 9am-3pm  
Phone: 609-561-3177 ext:119

Publication:

Hammonton Gazette: 609-704-1940  
Atlantic City Press: 1-866-568-724 ext.:6627

Any questions please contact Planning Board Secretary 609-561-7070

If you are not familiar with the Mullica Township Developmental Ordinance requirements, please make an appointment with the Zoning officer 609-561-7070 ext.: 117, prior to filling out the application. For further information, visit our website at [mullicatownship.org](http://mullicatownship.org).

## PLANNING BOARD APPLICATION

PROJECT NAME: \_\_\_\_\_ DATE RECEIVED: \_\_\_\_\_

BLOCK: \_\_\_\_\_ LOT(S): \_\_\_\_\_ APPLICATION FEE: \$ \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_ ESCROW FEE: \$ \_\_\_\_\_

1. APPLICANT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**CHECK ALL THAT APPLY:**

- |                                       |   |  |
|---------------------------------------|---|--|
| <input type="radio"/> BULK VARIANCE   | <input type="radio"/> MINOR SUBDIVISION (EXEMPT)    | <input type="radio"/> DENSITY TRANSFER |
| <input type="radio"/> USE VARIANCE    | <input type="radio"/> MAJOR SUBDIVISION/ PRELIMIARY | <input type="radio"/> STREET VACATION  |
| <input type="radio"/> INTERPRETATION  | <input type="radio"/> MAJOR SUBDIVISION FINAL       | <input type="radio"/> OTHER            |
| <input type="radio"/> INFORMAL        | <input type="radio"/> SITE PLAN/ PRELIMINARY        |  |
| <input type="radio"/> CONDITIONAL USE | <input type="radio"/> SITE PLAN/ FINAL              |  |

APPLICANT IS: PLEASE CHECK:  OWNER  AGENT  CORPORATION  PARTNERSHIP  LLC

IF THE APPLICANT AND /OR OWNER IS A CORPORATION, LLC OR PARTNERSHIP SET FORTH THE NAMES ADDRESSES OF ALL STOCKHOLDERS, PARTNERS OR MEMEBERS HAVING 10% OR MORE INTEREST ON A SEPARATE PAPER. CORPORATIONS MUST BE REPRESENTED BY A NEW JERSEY LICENSED ATTORNEY AND INLCUDE A RESOLUITON AUTHORIZING THE APPLICATION.

2. OWNER'S NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

ALL OWNERS MUST BE IDENTIFIED AND SIGN APPLICATION. (USE ADDITONAL PAGES IF NECESSARY)

3. ATTORNEY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

4. PLANNER/SURVEYOR: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

5. ARCHITECT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**ATTACH ADDITIONAL SHEETS IF NECESSARY:**

6. LOCATION OF PROPERTY: \_\_\_\_\_

ZONE: \_\_\_\_\_ LOT AREA: \_\_\_\_\_ LOT DIMENSIONS: \_\_\_\_\_

7. CURRENT USE: \_\_\_\_\_

8. PROPOSED USE: \_\_\_\_\_

9. WHEN WAS PROPERTY PURCHASED: \_\_\_\_\_

10. DATE OF LAST CERTIFICATE OF OCCUPANCY: \_\_\_\_\_ ATTACH COPY

11. DATE OF LAST CONSTRUCTION, ALTERATION, OR ADDITION: \_\_\_\_\_

<u>12. EXISTING CONDITIONS:</u>	<u>PROPOSED CONDITION</u>	<u>VARIANCE NEEDED</u>
BUILDING HEIGHT: _____	BUILDING HEIGHT: _____	_____
FRONT YARD SET BACK: _____	FRONT YARD SET BACK: _____	_____
SIDE YARD SET BACK: _____	SIDE YARD SET BACK: _____	_____
SIDE YARD SET BACK: _____	SIDE YARD SET BACK: _____	_____
REAR YARD SET BACK: _____	REAR YARD SET BACK: _____	_____
DIST. TO ADJ. STRUCTURE _____	DIST. TO ADJ. STRUCTURE: _____	_____
LOT COVERAGE (SQ.FT) _____	LOT COVERAGE (SQ. FT) _____	_____
NO. PRINCIPLE STRUCTURES _____	NO. OF PRINCIPLE STRUCTURES _____	_____
NO. ACCESSORY STRUCTURES _____	NO. OF ACCESSORY STRUCTURES _____	_____

\*Please provide photos showing: street view/front, sides and rear, also aerial photo off google.

**13. EXISTING RESTRICTIONS:**

(A) DEED RESTRICTIONS: \_\_\_\_\_ ATTACH COPIES NONE \_\_\_\_\_

(B) EASEMENT: \_\_\_\_\_ ATTACH COPIES NONE \_\_\_\_\_

**14. VARIANCES /OTHER AND WAIVER:**

(A) LIST REQUIRED VARIANCES/OTHER: (INCLUDE ORDINANCE NUMBER) NONE \_\_\_\_\_

**15. BRIEFLY DESCRIBE ANY PRIOR OR CURRENTLY PENDING PROCEEDING BEFORE THE LAND USE BOARD OR ANY OTHER FEDERAL, STATE, COUNTY OR LOCAL BOARD OR AGENCY INVOLVING THE PROPERTY WHICH IS THE SUBJECT OF THIS APPLICATION AND ATTACH COPIES OF ANY APPLICATION, SUPPORTING DOCUMENTATION, PLEADINGS, DECISIONS AND/OR ORDERS FROM THE RELEVANT ENTITY INCLUDING ANY DENIALS. NONE\_\_\_\_\_**

**16. LIST ALL MATERIAL SUBMITTED WITH THIS APPLICATION I.E. PLANS, SURVEYS, DRAWINGS, PHOTOS, REPORTS.ETC.**

**PROOF OF PAYMENT OF TAXES**

MULLICA TOWNSHIP TAX COLLECTOR  
PO BOX 317  
ELWOOD, NJ 08217

RE: BLOCK #: \_\_\_\_\_ LOT #: \_\_\_\_\_

ADDRESS:

\_\_\_\_\_

ASSESSED OWNER:

\_\_\_\_\_

TAXES PAID TO DATE: \_\_\_\_\_

TAXES DUE AS FOLLOWS: \_\_\_\_\_

RESPECTFULLY YOURS,

TAX COLLECTOR  
MULLICA TOWNSHIP

## CERTIFICATIONS

I CERTIFY THAT THE FORGOING STATEMENTS AND THE MATERIALS SUBMITTED ARE TRUE. I FURTHER CERTIFY THAT I AM THE INDIVIDUAL APPLICANT OR THAT I AM AN OFFICER OF THE CORPORATION OR THAT I AM A GENERAL PARTNER OF THE PARTNERSHIP APPLICANT. IF THE APPLICANT IS A CORPORATION THIS MUST BE SIGNED BY AN AUTHORIZED CORPORATE OFFICER. IF THE APPLICANT IS A PARTNERSHIP, THIS MUST BE SIGNED BY A GENERAL PARTNER.

ADDRESS \_\_\_\_\_  
BLOCK(s): \_\_\_\_\_ Lot(s): \_\_\_\_\_

SWORN TO AND SUBSCRIBED BEFORE ME THIS  
\_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC

\_\_\_\_\_  
SIGNATURE OF APPLICANT

**ALL OWNERS OF RECORD AND APPLICANT MUST SIGN APPLICATION. ATTACH  
ADDITIONAL PAGES IF NECESSARY.**

DATES: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

OWNER PRINT NAME UNDER SIGNATURE

DATES: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

OWNER PRINT NAME UNDER SIGNATURE

**APPLICANT SIGNATURE (IF DIFFERENT FROM OWNER):**

DATES: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

APPLICANT PRINT NAME UNDER SIGNATURE

DATES: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

APPLICANT PRINT NAME UNDER SIGNATURE

**MUST BE SIGNED BY OWNER(S) AND /OR APPLICANT NOT ATTORNEY**

## **MULLICA TOWNSHIP PROFESSIONAL STAFF**

### **ENGINEERING & PLANNING**

**DEBORAH WAHL, PE,PP,CME  
DORAN ENGINEERING  
840 NORTH MAIN STREET  
PLEASANTVILLE, NEW JERSEY 08232  
[WAHL.DORAN7@GMAIL.COM](mailto:WAHL.DORAN7@GMAIL.COM)  
609-646-3111**

### **PLANNING BOARD ATTORNEY**

**GOLOFF FIRM  
CAROL N. GOLOFF, SOLICITOR  
2216 SHORE ROAD  
NORTHFIELD, NJ 08225  
[CAROL@GOLOFFLAW.COM](mailto:CAROL@GOLOFFLAW.COM)  
609-646-1333**

### **PLANNING BOARD SECRETARY**

**POST OFFICE BOX 317  
ELWOOD, NEW JERSEY 08217  
  
609-561-7070**



**APPLICATION AND ESCROW FEES:**

<b><u>CATEGORY</u></b>	<b><u>APPLICATION FEE:</u></b>	<b><u>ESCROW FEE:</u></b>
<b>A. SUBDIVISIONS</b>		
1. MINOR	\$50.00 PER LOT	\$600.00
2. MAJOR PRELIMINARY	\$175.00 PER LOT	\$750.00
3. MAJOR FINAL	\$125.00 PER LOT	(\$100 PER LOT) 100% OF ORIGINAL ESCROW
4. ADMINISTRATIVE REVIEW	\$75.00	\$250.00
5. MAP UPDATE		\$100.00
<b>B. <u>SITE PLANS NON-RESIDENTIAL</u></b>		
1. MINOR UNDER 5,000 SQUARE FEET RETAIL/ COMMERCIAL AND UNDER 15 PARKING SPACES	\$400.00	\$1,500.00
2. UNDER 10,000 SQUARE FEET WAREHOUSE AND UNDER 25 PARKING SPACES	\$400.00	\$1,500.00
3. PRELIMINARY MAJOR	\$500.00	\$2,500.00
UNDER 5,000 SQ FT GFA	\$600.00	\$2,500.00
5,001 TO 10,000 GFA	\$700.00	\$2,500.00
10,001 TO 50,000 GFA	\$800.00	\$2,500.00
100,001 TO GFA OR GREATER	\$900.00	\$2,500.00
4. FINAL MAJOR	\$400.00	\$2,500.00
<b>C. <u>SITE PLANS RESIDENTIAL</u></b>		
1. PRELIMINARY MAJOR	\$400.00	\$2,500.00
2. UP TO 30 UNITS	\$500.00	\$2,500.00
3. 31 TO 100 UNITS	\$600.00	\$3,000.00
4. 101 TO 200 UNITS	\$700.00	\$3,500.00
5. 201 UNITS OR GREATER	\$800.00	\$4,000.00
6. FINAL	100% PRELIMINARY FEES AND ESCROWS	
7. ADMINISTRATIVE REVIEW	\$175.00	\$500.00
<b>D. INFORMAL/CONCEPTUAL MEETING</b>	\$150.00	\$500.00
<b>E. SPECIAL MEETING</b>	\$500.00	\$500.00
<b>F. VARIANCES</b>		
1. APPEAL AND INTERPRETATION	\$95.00	\$200.00
2. CONDITIONAL USE	\$200.00	\$200.00
3. HARDSHIP	\$150.00	\$200.00
4. USE AND DENSITY (RESIDENTIAL) SINGLE OR TWO FAMILY DWELLING	\$150.00	\$200.00

**APPLICATION AND ESCROW FEES:**

<b><u>CATEGORY</u></b>	<b><u>APPLICATION FEE:</u></b>	<b><u>ESCROW FEE:</u></b>
MULTIPLE- FAMILY	\$200.00	\$200.00
USE NON-RESIDENTIAL	\$250.00	\$200.00
<b>G. WAIVER REQUEST</b> (CHECKLIST AND OR DESIGN WAIVER)	\$50.00/\$25.00 PER EACH ADDITIONAL WAIVER	
<b>H. MINOR OR MAJOR AMENDMENTS</b> SITE PLANS OR SUB DIVISIONS	\$200.00	50% OF ORIGINAL ESCROW
<b>I. REQUEST FOR APPROVAL</b> SITE PLAN OR SUB DIVISION	\$100.00	\$100.00
<b>J. REQUEST FOR EXTENSION</b>	\$100.00	\$100.00
<b>K. ZONING PERMIT</b>	NEW HOME	\$150.00
	ADDITIONS OVER 600 SQ FT	\$75.00
	ADDITIONS UNDER 600 SQ FT	\$25.00
	LETTER OF CERTIFICATION	\$35.00
<b>L. USE PERMIT</b> REQUIRED FOR ALL NON RESIDENTIAL USES WHEN ESTABLISHED, SOLD OR LEASED-EXCLUDING THOSE USES REQUIRING A MUNICIPAL LICENSE		\$25.00
<b>M. RESOURCE EXTRACTION PERMIT</b>	\$400.00	\$2,000.00
<b>N. FORESTRY PERMIT</b>	\$250.00	\$250.00
<b>O. ROAD OPENING PERMIT</b> ADDITIONAL ESCROW TO BE DETERMINED BY ENGINEER	\$25.00	\$100.00
<b>P. VACANT STREET</b>	\$100.00	\$200.00
1. MAP UPDATE		\$100.00 PER STREET
<b>Q. DENSITY TRANSFER</b>	\$50.00/LOT	\$250.00
<b>R. CERTIFICATE OF NON CONFORMITY</b>	\$50.00	
<b>S. TRANSCRIPTION</b>	100% OF ACTUAL COST	
<b>T. COPY OF MEETING RECORDINGS</b>	\$10.00 PER DISC	
<b>U. COPIES OF MINUTES, DECISION, RESOLUTIONS</b>	\$0.25 FOR FIRST 10 PAGES, \$.10 THEREAFTER	

APPLICATIONS AND ESCROW FEES RECITED HEREINABOVE ARE "MINIMUMS" WHICH MUST ACCOMPANY THE APPLICATION. AN APPLICATION SHALL NOT PROCEED UNTIL THE APPLICATION FEE(S) REQUIRED HAVE BEEN PAID. THE SECRETARY FOR THE APPROPRIATE BOARD SHALL EXERCISE HIS/HER DISCRETION IN ESTABLISHING THE FIGURE REQUIRED FOR THE ESCROW FUND, IN THE EVENT THE PROJECT WILL REQUIRE MORE TIME FOR REVIEW THAN HAS BEEN PROVIDED FOR BY THE FIGURES RECITED HEREINABOVE, OR THE PROJECT IS OF A NATURE THAT IS NOT EXPRESSLY INCLUDED IN THE ON THE AFOREMENTIONED CATEGORIES.

APPLICATION FEES AND ESCROW MUST BE SUBMITTED IN SEPARATE CHECKS PAYABLE TO MULLICA TOWNSHIP. THE SECRETARY SHALL FORWARD THE ESCROW FEE TO THE FINANCE OFFICER FOR DEPOSIT INTO AN APPLICANT'S ESCROW ACCOUNT. THE APPLICATION FEES SHALL BE DEPOSITED INTO THE GENERAL ACCOUNT OF MULLICA TOWNSHIP.

FUNDS SHALL BE APPLIED TO PROFESSIONAL COSTS CHARGED TO THE TOWNSHIP BY PROFESSIONAL CONSULTANTS (PLANNER, ENGINEER, ATTORNEY, AND ANY OTHER CONSULTANT OR SPECIALIST RETAINED BY THE BOARD) FOR SERVICES OR REVIEW, REGARDING THE DEVELOPMENT APPLICATION. ADDITIONAL FUNDS MAY BE REQUIRED WHEN THE ORIGINAL AMOUNT IS DEPLETED BY 50% AND THE DEVELOPMENT APPLICATION IS STILL IN PROGRESS. THE APPROPRIATE BOARD SECRETARY SHALL DETERMINE THE AMOUNT OF ADDITIONAL FUNDS NEEDED.

ALL ESCROW AMOUNTS NOT ACTUALLY USED SHALL BE REFUNDED PURSUANT TO THOSE REQUIREMENTS LISTED WITHIN N.J.S.A 40:55D-53.2d.

IN ACCORDANCE WITH N.J.S.A 52:27D-126e, NO PERSON SHALL BE CHARGED A CONSTRUCTION PERMIT SURCHARGE FEE OR ENFORCING AGENCY FEE OR ANY CONSTRUCTION, RECONSTRUCTION, ALTERATION, OR IMPROVEMENT DESIGNED AND UNDERTAKEN SOLELY TO PROMOTE ACCESSIBILITY BY DISABLED PERSONS AN EXISTING PUBLIC OR PRIVATE STRUCTURE OR ANY OF THE FACILITIES THEREIN. ADDITIONALLY, A DISBALED PERSON, OR A PARENT OF SIBLING OF A DISABLED PERSON, SHALL NOT BE REQUIRED TO PAY ANY MUNICIPAL FEE OR CHARGE IN ORDER TO SECURE A CONSTRUCITON PERMIT FOR ANY CONSTRUCITON, RECONSTRUCTION, ALTERATION OR IMPROVEMENT WHICH PROMOTES ACCESSIBILITY TO HIS/HER OWN LIVING UNIT.

**SAMPLE NOTICE:**

You are hereby notified that (name of applicant) has applied to the Mullica Township Planning Board for (type of application) and any and all variances, which will permit me to (list type of activity) at my property located at (physical address), Block\_\_\_\_ Lot\_\_\_\_, Mullica Township, New Jersey.

A public hearing on my application will be by the Mullica Township Planning Board at 7:00pm on (the date) in the Mullica Township Municipal Building located at 4528 White Horse Pike, Elwood, New Jersey. If you have any objection to the granting of this application, please attend the meeting and you will be heard. Application documents are available for review in the Municipal Construction Office from 8:30am-4:00pm.

(Name), Applicant

If you are noticing for a specific variance, you must list the variance

**MEMORANDUM:**

DATE: \_\_\_\_\_

TO: GERRY MEAD

FROM: \_\_\_\_\_

RE:

BLOCK: \_\_\_\_\_ LOT: \_\_\_\_\_

WOULD YOU PLEASE PROVIDE A 200' PROPERTY LIST FOR THE ABOVE REFERENCED PROPERTY

FEE: \$10.00      CHECK # \_\_\_\_\_      CASH \_\_\_\_\_

\_\_\_\_\_ RETURN TO CLERKS OFFICE

\_\_\_\_\_ RETURN VIA MAIL TO THE FOLLOWING ADDRESS:

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