



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 Library 500 Elwood Rd, Elwood, NJ, 08217. **ONE APPLICATION** must be submitted to the board secretary at least 30 days PRIOR to the meeting date to deem complete to be placed on the agenda. Once deemed complete, **Fifteen(15) 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 meeting.**

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 is \$10.00). Notices are to be sent by Certified Mail ten (10) days prior to the meeting. Certified list, green cards, copy of the notice, and proof of publication must be submitted to the Secretary prior to the night of the meeting.

Tax Assessor:

Thomas Hall

Hours: Mondays & Wednesdays

5:00pm – 8:00pm

1st Saturday of every month

9:00am to 3:00pm

Phone: 609-561-7070 Ext. 119

Email: thall@mullicatownship.org

Publication:

Hammonton Gazette

Phone: 609-704-1940

Press of Atlantic City

Phone: 609-272-7000

If you have any questions or need help please contact the Planning Board Secretary Katie Rabush via email at planning@mullicatownship.org

If you are not familiar with the Mullica Township Developmental Ordinance requirements, please make an appointment with the Zoning Officer 609-561-7070 ext. 133 prior to filling out this application. For further information, visit our website at mullicatownship.org



PLANNING BOARD APPLICATION

Project Name: _____ Date Recieved: _____

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/Preliminary | <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 | |

PLEASE CHECK: Owner Agent Corporation Partnership LLC

If the applicant and/or owner is a Corporation, LLC, or partnership set forth the names and addresses of all stockholders, partners or members having 10% or more interest on a separate paper. Corporations must be represented by a New Jersey licensed attorney and include a resolution authorizing the application.

2. Applicant Name: _____

Address: _____ City: _____ Zip: _____

Phone: _____ Email: _____

All owners must be identified and sign application. (Use additional 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: _____ Attached Copy ____

11. Date of last construction, alteration, or addition: _____

12. Existing Conditions:	Proposed Conditions:	Variance Needed:
Building Height: _____	Building Height: _____	_____
Front Yard Setback: _____	Front Yard Setback: _____	_____
Side Yard Setback: _____	Side Yard Setback: _____	_____
Side Yard Setback: _____	Side Yard Setback: _____	_____
Rear Yard Setback: _____	Rear Yard Setback: _____	_____
Dist. to Adj. Structure: _____	Dist. to Adj. Structure: _____	_____
Lot Coverage (SQ FT): _____	Lot Coverage (SQ FT): _____	_____
# Principal Structures: _____	# Principal Structures: _____	_____
# Accessory Structures: _____	# Accessory Structures: _____	_____

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

13. Existing Restrictions:
(A) Deed Restrictions: _____ Attach Copy ____ None____
(B) Easement: _____ Attach Copy ____ 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 foregoing 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.

Date: _____

Owner print name under signature

Date: _____

Owner print name under signature

Applicant signature (If different from owner)

Date: _____

Applicant print name under signature

Date: _____

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
Polistina & Associates, LLC
6684 Washington Avenue
Egg Harbor Township, NJ 08234
Email: wahl.doran7@gmail.com
609-646-2950

Planning Board Attorney

Brian Heun, Esquire
brian@heunlawoffice.com
609-380-4485
The Law Office of Brian D. Heun
2327 New Road Suite 201
Northfield, New Jersey, 08225

Planning Board Secretary

Katie M. Rabush
PO Box 317
Elwood, NJ, 08217
planning@mullicatownship.org
609-561-7070 or 609-276-5228



Application and Escrow Fees

<u>Category</u>	<u>Application Fee</u>	<u>Escrow Fee</u>
A. Subdivisions		
1. Minor	\$50.00 PER LOT	\$600.00
2. Major Preliminary	\$175.00 PER LOT	\$750.00
•		(\$100.00 PER LOT)
3. Major Final	\$125.00 PER LOT	100% of ORIGINAL ESCROW
4. Administrative Review	\$75.00	\$250.00
5. Map Update		\$100.00
B. Site Plans NON-Residential		
1. Minor	\$400.00	\$1500.00
Under 5,000 Sq Ft Retail/Commercial and under 15 parking spaces		
2. Under 10,000 Sq Ft warehouse spaces and under 25 parking spaces	\$400.00	\$1500.00
3. Preliminary Major	\$500.00	\$2500.00
Under 5,000 Sq ST GFA	\$600.00	\$2500.00
5,001 to 10,000 GFA	\$700.00	\$2500.00
10,001 to 50,000 GFA	\$800.00	\$2500.00
100,01 to GFA or greater	\$900.00	\$2500.00
4. Final Major	\$400.00	\$2500.00
5. Administrative Review	\$175.00	\$500.00
C. Site Plans Residential		
1. Preliminary Major	\$400.00	\$2500.00
2. Up to 30 Units	\$500.00	\$2500.00
3. 31 to 100 units	\$600.00	\$3000.00
4. 101 to 200 Units	\$700.00	\$3500.00
5. 201 Units or greater	\$800.00	\$4000.00
6. Final	100% of preliminary fees and escrows	
7. Administrative Review	\$175.00	\$500.00
D. Informal/ Conceptual Meeting	\$150.00	\$500.00
E. Special Meeting	\$500.00	\$500.00
F. Variances		
1. Appeal and Interpretation	\$95.00	\$200.00
2. Conditional Use	\$200.00	\$750.00
3. Hardship	\$150.00	\$200.00
4. Use and Density (Residential)		
Single or Two Family Dwelling	\$150.00	\$750.00
Multiple Family	\$200.00	\$750.00
Use Non-Residential	\$250.00	\$750.00



Application and Escrow Fees

<u>Category</u>	<u>Application Fee</u>	<u>Escrow Fee</u>
G. Waiver Request (Checklist and or design waiver)	\$50.00/\$25.00 PER EACH ADDITIONAL WAIVER	
H. Minor or Major Amendments Site plans or Subdivisions	\$200.00	50% of original escrow
I. Request for Approval Site plan or Sub Division	\$100.00	\$100.00
J. Request For Extension	\$100.00	\$100.00
K. Zoning Permit	New Home	\$150.00
	Additions over 600 SQ FT	\$75.00
	Additions under 600 SQ FT	\$25.00
	Accessory structures, deck, fence	\$35.00
	Letter of Certification	\$35.00
L. Use Permit Required for all NON-Residential uses when established, sold, or leased-excluding those use requiring a municipal license.		\$25.00
M. Resource Extraction Permit	\$400.00	\$2000.00
N. Forestry Permit	\$250.00	\$250.00
O. Road Opening Permit Additional Escrow to be determined by engineer	\$25.00	\$100.00
P. Vacate Street	\$100.00	\$750.00
1. Map Update		\$100.00
Q. Density Transfer	\$50.00/Lot	\$250.00
R. Certificate of Non Conformity	\$50.00	
S. Transcription	100% of actual cost	
T. Copy of Meeting Recordings	\$10.00 per disc	
U. Copies of Minutes, Decisions, Resolutions	\$0.25 for first 10 pages, \$0.10 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 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 the 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 the N.J.S.A 40:55D-53.2d.

In accordance with the 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 disabled 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 construction permit for any construction, 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 School Library located at 500 Elwood Road, Elwood, NJ, 08217. 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 Mullica Township Municipal Building from 8:30am-4:00pm

Respectfully (applicant)

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



Memorandum

Date: _____

To: Thomas Hall

From: _____

RE:

Block: _____ Lot: _____

Would you please provide a 200' property list for the above referenced property.

Fee: \$10.00

Check# _____

Cash _____

_____ Return to Clerk's Office

_____ Return via mail/email to the following address
