

**Township of Winslow
Planning & Zoning Board
125 S. Route 73
Winslow Township, NJ 08037-9422
Phone: (609) 567-0700
Fax: (609) 567-6340**

MINOR SUBDIVISION APPLICATION

FOR OFFICIAL USE ONLY

Application Filed: _____
Fees Paid: _____
Escrow Account: _____

SECTION I. GENERAL INFORMATION

- A. Applicant:
Name: _____
Address: _____

Telephone Number: _____
- B. The Applicant is a: Corporation _____
Partnership _____ Individual(s) _____
Other (please specify) _____
- C. If the Applicant is a corporation or a partnership, please attach a list of the names and addresses of persons having 10% interest or more in the corporation or partnership. _____

- D. The relationship of the applicant to the property in question is:
Owner _____ Lessee _____
Purchaser under contract _____ Other (please specify) _____

E. Owner:

Name: _____

Address: _____

Telephone: _____

F. Engineer / Surveyor:

Name: _____

Address: _____

Telephone Number: _____

G. Attorney:

Name: _____

Address: _____

Telephone Number: _____

SECTION II: INFORMATION REGARDING THE PROPERTY

A. The street address of the property is: _____

B. The location of the property is approximately _____

feet from the intersection of _____

and _____

C. The block number(s) is _____; the lot number(s) is

D. Use of property:

Existing Use: _____

Proposed Use: _____

E. The zone in which the property is located is _____
(The Planning & Zoning Board Office can help determine this information).

F. Acreage of entire tract to be subdivided _____

G. Number of lots proposed _____

H. Is the subject property located on a County Road? Yes _____ No _____

is the subject property located on a State Road? Yes _____ No _____

or within 200 feet of a Municipal Boundary? Yes _____ No _____

I. Was the property subject to a prior subdivision? Yes _____ No _____

(If so, list dates of prior subdivisions and attach Resolutions or Minutes)

J. Number of lots created on tract prior to this application _____

K. Are there any existing or proposed deed restrictions, easements, right-of-way or other
dedication? Yes _____ No _____ (If yes, attach a copy)

L. Improvements: List all proposed on site utility and off-tract improvements.

M. Plat submission: List maps and other exhibits accompanying this application.

SECTION III: VARIANCE REQUIREMENT

Is a Variance required for this application? Yes _____ No _____

If yes, complete separate Variance Application.

SECTION IV: SUBMISSION REQUIREMENTS & FEES

Attached hereto and made a part of this application, I have submitted the following along with the appropriate fees.

1.) **Form Submissions and other Information:**

- a.) Affidavit of Ownership
- b.) Tax & Assessment Payment Report
- c.) Block & Lot Assignment Form
 - Submit original form and certified receipt (see below) with the application.
 - By certified mail submit (3) three full size development plans of the subdivision to the Assessor's Office with a copy of the Block & Lot Assignment Form to:
Tax Assessors Office
402 Tansboro Road
Berlin, NJ 08009
- d.) Sewer Moratorium Notification
- e.) Land Development Check List (Make sure the Check List you are using is Version #2, which is stated in the lower left hand corner)
- f.) Sample of Newspaper Advertisement (See #7a. of Minor Subdivision Application Instructions)
- g.) Sample Notice to Property Owners (See #7b. of Minor Subdivision Application Instructions)
- h.) Affidavit of Service Notice (See #7c. of Minor Subdivision Application Instructions)
- i.) Escrow Agreement
- j.) Form W-9 (Request for Taxpayer Identification Number & Certification)
- k.) Camden County Planning Board Application
- l.) Certificate of Filing from the Pinelands Commission (Needed if property is zoned within a Pinelands District)
- m.) Corporate Disclosure (when applicant is not an individual)
- n.) Current title report (including protective covenants or deed restrictions applying to the property) that is less than one year old at the time of application submission.
- o.) List of requested checklist waivers (including justification for each waiver request).
- p.) List of requested bulk variances from the Township's ordinance (including justification for each variance request).
- q.) List of requested design waivers from the Township's ordinance (including justification for each waiver request).
- r.) List of requested variances, waivers and de minimus exceptions from the NJRSIS (for residential projects only).
- s.) List of all agencies having jurisdiction over the project and a status of application/permit.
- t.) Developer's Agreement acknowledgement form.

2.) **Plan Submissions:**

- a.) Eight (8) **Full Sets of Plans** to be distributed as follows:
 - Seven (7) Full Sets submitted to Planning & Zoning Office
 - One (1) Full Set sent by certified mail to:
**Winslow Township Fire Marshall
9 Cedar Brook Road
Sicklerville, NJ 08081
Attn: Michael Scardino, Fire Marshall

