

June 16, 2015

AGENDA

Regular Meeting of the Hazlet Township Committee held at _____ p.m.

Salute to the flag and moment of silent prayer called by the Mayor.

Mayor’s Statement – Open Public Meetings Act & Emergency Fire Exits.

In Compliance with the “Open Public Meetings Act” of the State of New Jersey, adequate notice of this meeting of the Township Committee was provided in the following manner:

- (A) On January 5, 2015, advance written notice of this meeting was posted at:
1766 Union Avenue, Hazlet, New Jersey.
- (B) On January 5, 2015, advance written notice of this meeting was forwarded to the Independent and published in the Asbury Park Press on January 7, 2015.
- (C) On January 5, 2015, copies of advance written notice of this meeting were mailed to all persons who requested and paid for such notices on or before January 1, 2015.

FIRE EXITS are located in the directions I am indicating:

Farther down at the end of the room, through the doors and down the stairs, directly out the front door.

To my right is the door, make a right down the hallway which leads to the stairs and directly out the rear of the building.

If you are alerted for fire, please move in a calm and orderly manner to the nearest exit. Finally, let the record reflect that the minutes of this meeting will accurately reflect the topics addressed during this meeting but will not be a verbatim transcript of tonight’s proceedings. Thank you. I direct the Municipal Clerk to enter into the minutes of this meeting these announcements.

| <u>ROLL CALL</u> | <u>PRESENT</u> | <u>ABSENT</u> |
|--------------------------|----------------|---------------|
| Committeeman DiNardo | _____ | _____ |
| Committeewoman Kiley | _____ | _____ |
| Committeewoman Ronchetti | _____ | _____ |
| Deputy Mayor Aagre | _____ | _____ |
| Mayor Sachs | _____ | _____ |

Approval of Minutes – Workshop Meetings – May 19, 2015, May 26, 2015 and June 1, 2015.
Regular Meeting – May 19, 2015 and June 1, 2015.

Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____
Committeewoman Ronchetti _____ Deputy Mayor Aagre _____
Mayor Sachs _____
(abstain 5/19/15)

Approval of Executive Session Minutes – June 1, 2015

Offered _____ 2nd _____
Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____
Committeewoman Ronchetti _____ Deputy Mayor Aagre _____
Mayor Sachs _____

Resolutions, Motions and Appointments:

Resolutions #155 through #158 are by Consent Agenda. All matters listed under Consent Agenda are considered to be routine by the Township Committee and will be enacted by one motion. There will be no separate discussions of these items. If discussion is desired by the Mayor or any member of the Township Committee, that item will be removed and will be considered separately. Advance copies of each resolution have been given to each Committee Member. The original resolutions are with the Municipal Clerk for inspection as listed below.

155. Authorizing the Township to assess a Municipal Lien on various properties – property maintenance.

Offered _____ 2nd _____
Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____
Committeewoman Ronchetti _____ Deputy Mayor Aagre _____
Mayor Sachs _____

156. Refund of the overpayment of a landlord registration fee.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____

Committeewoman Ronchetti _____ Deputy Mayor Aagre _____

Mayor Sachs _____

157. Authorizing the Mayor and Clerk to execute a project agreement for performance and delivery of FY2015 Community Development project.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____

Committeewoman Ronchetti _____ Deputy Mayor Aagre _____

Mayor Sachs _____

158. Denial of the release of the performance guarantee for Dr. Alfonso Ciervo, Block 68.13, Lot 27.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____

Committeewoman Ronchetti _____ Deputy Mayor Aagre _____

Mayor Sachs _____

159. Authorizing a leave of absence for Sharon Keegan from her permanent title as a Keyboarding Clerk I.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____

Committeewoman Ronchetti _____ Deputy Mayor Aagre _____

Mayor Sachs _____

160. Authorizing a leave of absence for Evelyn Grandi from her permanent title as a Keyboarding Clerk I.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____
Committeewoman Ronchetti _____ Deputy Mayor Aagre _____
Mayor Sachs _____

Payment of Bills:

Advance bill lists have been supplied to each Committee Member.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____
Committeewoman Ronchetti _____ Deputy Mayor Aagre _____
Mayor Sachs _____

Ordinance Introductions:

1. AN ORDINANCE AMENDING AND SUPPLEMENTING CERTAIN SECTIONS OF CHAPTER 181 TITLED "DEVELOPMENT REVIEW ORDINANCE" OF THE TOWNSHIP CODE TO AMEND CERTAIN STANDARDS

Title read by: _____

Hearing Date: July 7, 2015.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____
Committeewoman Ronchetti _____ Deputy Mayor Aagre _____
Mayor Sachs _____

2. BOND ORDINANCE AMENDING AND SUPPLEMENTING BOND ORDINANCE NUMBER 1540-14 (WHICH PROVIDES FOR ACQUISITION OF NEW INFORMATION TECHNOLOGY EQUIPMENT AND A NEW AUTOMOTIVE VEHICLE, INCLUDING ORIGINAL APPARATUS AND EQUIPMENT) HERETOFORE FINALLY ADOPTED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF HAZLET, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY, ON MAY 20, 2014, TO AMEND THE DESCRIPTION AND REAPPROPRIATE MONIES SET FORTH THEREIN

Title read by: _____

Hearing Date: July 7, 2015.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____

Committeewoman Ronchetti _____ Deputy Mayor Aagre _____

Mayor Sachs _____

Citizens Hearing:

Motion to close hearing:

Offered _____ 2nd _____

Voice Vote: _____

Motion to adjourn:

Offered _____ 2nd _____

Voice Vote: _____

Time: _____

RESOLUTION

WHEREAS, the grass and weeds are overgrown on various properties in Hazlet Township; and

WHEREAS, the said grass and weeds have created a hazardous condition to the health and welfare of the area residents; and

WHEREAS, the Township of Hazlet has undertaken the necessary clean-up to preserve the health and welfare of the area residents and correct this dangerous condition; and

WHEREAS, Chapter 213, Section 213.5 of the Code of the Township of Hazlet, permits the Municipality to assess all costs related thereto.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Hazlet Township that the cost for clean up plus an administrative fee, be assessed as a municipal lien against the properties listed below and shall be collected in the same manner, bearing interest at the same rate as taxes:

28 Maple Drive; Block 227, Lot 1 - \$305.00
55 Poplar Avenue; Block 35, Lot 4 - \$305.00
72 Munro Avenue; Block 46, Lot 1 - \$305.00
51 Hudson Avenue; Block 153.02, Lot 6 - \$305.00
13 Hazlet Avenue; Block 171, Lot 11 - \$305.00
55 Thorne Place; Block 141, Lot 14 - \$305.00
140 Munro Avenue; Block 46.01, Lot 21 - \$305.00
135 7th Street; Block 13, Lot 9 - \$305.00
130 6th Street; Block 13, Lot 21 - \$305.00
3 California Avenue; Block 117, Lot 13 - \$305.00
6 Peter Place; Block 64.09, Lot 3 - \$305.00
67 Compton Avenue; Block 140, Lot 16 - \$305.00
55-57 10th Street; Block 23, Lot 7 - \$305.00

BE IT FURTHER RESOLVED that the cost assessed shall be in addition to any penalties imposed for violations to this Chapter.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that the above foregoing is a true copy of a Resolution was duly passed and adopted by the Township Committee at its meeting held on the 16th day of June, 2015.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that the following person be issued a refund for the overpayment of the Landlord Registration Fee.

| <u>NAME</u> | <u>AMOUNT</u> |
|---|---------------|
| Melissa McNair 79 Highland Avenue Leonardo, NJ 07737 | \$75.00 |
| Property located on 135 Eighth Street Block 17, Lot 5 | |

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Finance Office.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township, do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee at its meeting held on the 16th day of June, 2015.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

WHEREAS, certain federal funds are potentially available to Monmouth County under the Housing and Community Development Act of 1974, as amended; and

WHEREAS, the County of Monmouth expects to receive an allocation for FY 2015 from the United States Department of Housing and Urban Development; and

WHEREAS, the County of Monmouth has submitted its Annual Plan for FY 2015 to the U.S. Department of Housing and Urban Development which included a project hereinafter referred to as Hazlet Township with a grant allocation of \$149,869.00; and

WHEREAS, the Township of Hazlet hereby met all the requirements for the release of funds to begin incurring costs for this project; and

WHEREAS the Township of Hazlet has filed with the Monmouth County Community Development Program an acceptable "TIMETABLE FOR PROJECT COMPLETION AND EXPENDITURE OF GRANT FUNDS," which is included as Appendix I of the Project Agreement.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Municipal Clerk of the Township of Hazlet are authorized to execute with the County of Monmouth the attached Project Agreement.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee at its meeting held on the 16th day of June, 2015.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

WHEREAS, there was previously posted with the Township of Hazlet, a two-year maintenance guarantee assuring that public improvements in connection with that certain project known as **DR. ALFONSO CIERVO, BLOCK 68.13, LOT 27** remain in good repair; and

WHEREAS, that two-year period will expire on June 25, 2015, and the Township Engineer has conducted an inspection for the release of said maintenance guarantee; and

WHEREAS, the Township Engineer has recommended in a report dated May 12, 2015 the denial of the release of said maintenance guarantee until certain deficiencies on the site are addressed and approved;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hazlet that the release of that maintenance guarantee posted with the Township of Hazlet to assure the good repair of certain public improvements in connection with Dr. Alfonso Ciervo be and the same is hereby denied.

BE IT FURTHER RESOLVED that the Municipal Clerk be and she is hereby authorized and directed to transmit certified copies of this resolution to the applicant and to the Township Engineer.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that the foregoing is a true copy of a resolution duly passed and adopted by the Township Committee at its meeting held on the 16th day of June, 2015.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

WHEREAS, on June 17, 2014 Sharon Keegan was appointed to the unclassified position of Municipal Department Head; and

WHEREAS, in order to protect her classified position of Keyboarding Clerk I, Sharon Keegan has applied for a one year leave of absence from her position of Keyboarding Clerk I.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Hazlet Township that Sharon Keegan is hereby granted a one year leave of absence effective June 17, 2015 from her classified title of Keyboarding Clerk I.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee at its meeting held on the 16th day of June, 2015.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

WHEREAS, on July 1, 2006 Evelyn Grandi was appointed to the unclassified position of Municipal Clerk in accordance with N.J.S.A. 40A:9-135; and

WHEREAS, in order to protect her classified position of Keyboarding Clerk I Evelyn Grandi has applied for a one year leave of absence from her position of Keyboarding Clerk I.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Hazlet Township that Evelyn Grandi is hereby granted a one year leave of absence effective July 1, 2015 from her classified title of Keyboarding Clerk I.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee at its meeting held on the 16th day of June, 2015.

Evelyn A. Grandi
Municipal Clerk

**TOWNSHIP OF HAZLET
COUNTY OF MONMOUTH**

**AN ORDINANCE AMENDING AND SUPPLENENTING CERTAIN SECTIONS OF
CHAPTER 181 TITLED “DEVELOPMENT REVIEW ORDINANCE” OF THE
TOWNSHP CODE TO AMEND CERTAIN STANDARDS.**

PURPOSE

The purpose of this ordinance is to modify certain provisions to Chapter 181 which are the Township Land Use Regulations. In particular, these amendments are designed to avoid the need for variance applications to the Land Use Board.

Chapter 181 (Development Review Ordinance) of the General Ordinances of the Township of Hazlet is hereby amended or supplemented as follows

The following specific sections are modified:

Article II

201 Specific Words and Phrases

Basement – means that portion of a building that is partly or completely below grade (see “story above grade”).

Building Coverage – means the area of a tract covered by structures, building and roofed areas, measured at the building line. Building coverage is expressed as a percentage of the total tract area.

Food Service Establishment – means a business where food is prepared for consumption and where such food is strictly for home, delivery or pick-up by patrons and where NO on-site consumption is permitted. Such uses shall be treated as retail uses for the purpose of determining parking requirements.

Grade, Existing – means the existing undisturbed elevation of land, ground and topography preexisting or existing on a lot, parcel or tract of land at the time of the adoption of this chapter.

Grade, Finished – means the complete surface of lawns, walks and roads brought to grade(s) as shown on official plans or designs relating thereto or as existing if no plans or designs have been approved.

Grade Plane – means a referenced plane representing the average of the finished ground level adjoining the building at all *exterior walls*. Where the finished ground level slopes away from the *exterior walls* the referenced plane shall be established by the lowest points within the area between the building and the *lot line* or, where the *lot line* is more than six (6) feet from the building between the structure and a point six (6) feet from the building.

Impervious Surface Cover- means any natural or man-made surface material which does not permit infiltration of water and causes surface runoff. All buildings, parking areas, driveways, roads, sidewalks and any area in concrete and asphalt shall be considered impervious surfaces within this definition. In addition, other areas determined by the township or board engineer to be impervious within the meaning of this definition will also be classed as impervious surfaces. For purpose of calculating impervious surface coverage calculations required in this Chapter, porous asphalt and concrete shall be deemed to be an impervious surface.

Impervious Surface Ratio – means a measure of the intensity of use of a piece of land. It is measured by dividing the total area of all impervious surfaces within the site by the net buildable site area.

Lot Coverage – means the area of the lot covered by structures, buildings and accessory structures or buildings and expressed as a percentage of the total lot area. For the purpose of this *ordinance*, lot coverage shall include all parking areas and automobiles access driveways and internal roadways, whether covered by an impervious or pervious material, patios associated with an in-ground or an above-ground swimming pool, and all other impervious surfaces **EXCEPT** for the following:

1. Exterior walkways and plazas designed exclusively for pedestrian use as part of a commercial, industrial or office development and which is part of an overall landscaping plan acceptable to the Land Use Board.
2. Unroofed patios that are NOT associated with an in-ground or above-ground swimming pool, terraces, decks and pedestrian walkways which are accessory to a Single-Family dwelling.
3. In-ground or above-ground swimming pool surface areas up to eight-hundred (800) square feet. The surface area of an in-ground or above-ground swimming pool ABOVE eight-hundred (800) square feet shall be included and considered lot coverage.

Mother-Daughter Dwelling – means a single-family dwelling which has a portion converted into an additional dwelling unit, *specifically designed for use by a family member*. Such units shall not be rented. Mother-Daughter units may have direct access to the outside, but in all cases shall maintain internal free-flowing access from dwelling to dwelling within the structure. Subject to the Following:

1. A floor plan depicting free-flowing access from within shall be submitted with a zoning application.
2. The mother-daughter unit shall contain no more than one (1) bedroom maximum.
3. The mother-daughter unit shall not exceed twenty-five percent (25%) of the gross floor area of the existing dwelling. Except that in dwellings that are less than one-thousand six-hundred (1,600) square feet such space may occupy no more than thirty-five percent (35%) of the gross floor area.
4. Any addition to the dwelling unit for the purpose of a mother-daughter unit where there is a separate exterior entrance, said entrance shall NOT face the front yard.
5. Common utilities shall be maintained for both units.

6. A note shall be added to the plan stating although the structure contains a separate entrance and cooking facilities, a second, unrelated family cannot occupy a portion of the dwelling as tenants.

Patio – means an area of land *not used for storing or receiving material* where the ground has been surfaced with construction material such as brick, stone, cement or lumber, which does not project above grade level by more than eighteen inches (18”) and which is entirely uncovered by a roof, structure or superstructure.

Permit – means any required Township approval for work to any structure or building. Permits shall include, but is not limited to a zoning permit, construction permit, demolition permit, permit to move, convert, relocate or remodel or to change the use or type of occupancy of any structure which involves changes to the building, structure or the property on which it is located.

Personal Services – means an establishment or place of business primarily engaged in providing individual services generally related to personal needs. Typical uses include, but are not limited to, beauty and barber shops, shoe repair shop, nail salon, dry cleaners and tailor shops.

Restaurant – means any establishment, however designated, at which food is sold for *consumption on the premises*, normally to patrons seated within an enclosed building. Uses with outdoor seating shall also be considered restaurants. However, a snack bar at a public or community playground, playfield, park, school or swimming pool operated solely by the agency or group operating the recreation facilities and for the convenience of patrons of the facility shall not be deemed to be a restaurant.

Restaurant Drive-In – means an establishment where the patrons may purchase food, soft drinks, ice cream and similar confections for takeout or consumption on the premises but outside the confines of the principal building or in automobiles parked upon the premises and where additional seats or other accommodations are provided for on-site consumption. *For the purpose of this definition Drive-In Restaurant shall mean the same as Fast Food Restaurant.*

Restaurant- Fast Food – means any restaurant with a drive-thru window.

Retail Sales Establishments – means a commercial enterprise that provides goods, merchandise and/or services directly to the consumer, *where such goods are available for immediate purchase and removed from the premises by purchaser.* Typical uses include, but are not limited to, supermarket, grocery store, bakery, butcher, candy store, department store, appliance store and similar establishments.

Retail Service Establishments – means establishments providing services or entertainment, as opposed to products to the general public for personal or household uses, including eating and drinking places, hotels and motels, finance, real estate and insurance offices, personal, health, educational and social services, museums and galleries.

Story above Grade Plane – means any story having its finished floor surface entirely above grade plane, except that a basement shall be considered as a story above grade plane where the finished surface of the floor above the basement meets any one of the following:

1. Is more than six feet (6) above grade plane.
2. Is more than six feet (6) above finished ground level for more than fifty percent (50%) of the total building perimeter.
3. Is more than twelve feet (12) above the finished ground level at any point.

181-401 Schedule A- Use Regulations; Prohibited Uses

- A. Schedule A, Use Regulations, is adopted and made part of this Ordinance
- B. All uses not expressly permitted in this Ordinance are prohibited. (*Delete Entirely Strip malls are hereby declared prohibited uses in any zoning district. Strip malls shall be interpreted to mean more than two commercial establishments within one structure or adjacent to one another.*) Prohibited uses to include Fast Food Restaurant, Automobile service station and Used Automobile dealerships as defined herein.

Article IV

181-403.07 C

24. Paver Patios shall be at least four feet (4) from any other mobile home and at least five feet (5) from any driveway or parking space.
25. A shed shall be at least seven feet (7) from any other mobile home. No shed shall be permitted to be in front of the mobile home. One (1) shed per mobile home permitted with a maximum size of any shed limited to one-hundred square feet (100) and shall not be higher than twelve feet (12') at its highest point from grade level. A shed must be at least five feet (5) from any driveway or parking space.
26. The replacement of an existing mobile home shall be either the same size unit or if unavailable, the next commercially available size unit, unless the required twenty foot (20') setback is adhered to per Section 181-403.07C-16. All other sized mobile units in excess of the next commercially available size not meeting the twenty foot (20') setback shall require a variance from the Land Use Board.
27. All complaints in respect to a non-conforming mobile home shall be made to the Construction Code Official.

181-406 Schedule "B" see LD Appendix B-1 & B-2

181-408 Supplementary Zoning Regulations applying to all Districts

181-408.16.01 Charitable Bins

A. The following regulations shall apply to all Charitable Bins located in a Non-Residential Zone. Charitable bins shall be permitted in the BN1, BN2, BH, BP1, BP2, BP3, IA, IA-1 and CD Zones. Charitable bins shall not be permitted in any Residential Zone. This ordinance requires the owners of all charitable bins to register with the municipality. To obtain zoning approval the owner is required to submit the following:

1. Specify the location where the bin(s) will be located on the property
2. Provide the name and telephone number of the "bona fide" office of any charity or business that will profit from any such collections
3. Maintain a "bona fide" office to be staffed with a representative who can be reached by telephone during normal business hours. An answering machine or answering service does not constitute an office
4. Describe the manner and frequency by which the bin(s) shall be maintained
5. Obtain written consent from the property owner to place the bin(s) on their property
6. Display in a clear and conspicuous location on the outside of the bin(s) the name, address and telephone number of the person or organization who owns the bin(s). Also upon township approval the permit number along with the expiration date shall be displayed on the outside of the bin(s)

B. Fee

Twenty-five dollars \$25.00 per year/ per bin, up to a maximum of six (6) bins

C. Enforcement

1. The Zoning Official and/or her designee shall not grant a permit to place, use or employ charitable bins if the placement of the bin constitutes a safety hazard.
2. The Zoning Official and/or her designee shall investigate any complaints from the public concerning the bin(s) within thirty days (30). If the bin owner does not rectify any violation, the township may seize the bin, remove it at the owner's expense and sell the contents at public auction. All proceeds from the sale shall be paid to the CFO of the township.
3. Violations of the State of New Jersey Chapter 209 which results in the seizure of donation bins shall be subject to penalty of up to twenty-thousand dollars (\$20,000). The Township of Hazlet may bring action in Municipal Court or Superior Court.

Article V

181-505 Driveway Design Standards

B Design Standards

The following standards shall be used to prepare and review any development plan that involves the construction of a new driveway or the expansion or repair of an existing driveway.

- 3 Construction Specifications. The surface of any driveway shall be constructed with a permanent pavement such as asphalt or concrete.
 - a. If asphalt is used, the driveway shall consist of a two-inch (2") thick minimum compacted layer of fine aggregate bituminous concrete (1-5 or equal) and a six inch (6") thick compacted DGA or RCA base course installed on a compacted subgrade approved by the Township Engineer.
 - b. If concrete is used, the driveway shall consist of six inch (6") thick 4,500 PSI concrete reinforced with 6 inch x 6 inch x #6 welded wire mesh (or equal) installed on a compacted subgrade approved by the Township Engineer. A four inch (4") thick base of compacted DGA or RCA shall be provided if required by the Township Engineer and expansion joints shall be provided as required.
 - c. Paver driveways shall be installed in accordance with the recommendations of the manufacturer, which should specify that the pavers are acceptable for use in driveway construction.

181-506 Engineering Design Standards for Driveways

B Aprons

Driveway aprons shall be designed to permit access to any driveway from a street. Such aprons shall be constructed between the curb or edge of street pavement and the sidewalk or, in the absence of sidewalk, for a distance of four feet (4') back from the curb or edge of pavement. Driveway apron width may be enlarged to provide adequate turning radii for larger vehicles. Driveway aprons shall consist of six inch (6") thick 4,500 PSI concrete reinforced with 6 inch x 6 inch x #6 welded wire mesh (or equal) installed on a compacted subgrade approved by the Township Engineer. A four inch (4") thick base of compacted DGA or RCA shall be provided if required by the Township Engineer and expansion joints shall be provided as required.

181-512 **Parking Lot and Loading Area Design Standards for Site Plan Applications**

B-8 g. 12'x 18'

181-707 **Appeal of Zoning Board Decision** **Delete Entirely**

Article VIII

181-802 A- 20 Submissions required for all application – Electronic Filing
Six sets (6) of plans shall be prepared on sheets not larger than twenty-four inches (24") x thirty-six inches (36") and shall not be drawn at a scale smaller than one inch (1") equals fifty feet (50') nor larger than one inch (1") equals twenty feet (20'). A **PDF file** of the completed application and plans shall be emailed to the Board Secretary.

181-812 Development Application and Development Plan Checklist

A. Development Application

TOWNSHIP OF HAZLET
DEVELOPMENT APPLICATION

Project Name: _____

Owner: _____

Engineer/Designer: _____

Person Completing this form: _____ Date: _____

Block(s) _____ Lot(s) _____

Application Number: _____ New: _____ Revised: _____

Date Submission declared Completed: _____

THIS FORM MUST BE COMPLETED AND RETURNED TO THE BOARD SECRETARY WITH SITE PLAN OR SUBDIVISION APPLICATION WHEN FILED. FAILURE TO INCLUDE ALL ITEMS REQUIRED ON SUBMITTED PLANS OR ATTACHMENTS WILL RESULT IN APPLICATION BEING CONSIDERED INCOMPLETE OR REJECTED.

SUBDIVISION OF LAND AND VARIANCES – GENERAL PROVISIONS

To be checked
By applicant:

YES NO Waiver

Six sets (6) of plans shall be prepared on sheets not larger than Twenty-four inches (24") x thirty-six inches (36") and shall not be drawn at a scale larger than one inch (1") equals twenty feet (20') and a **PDF file** of plans and completed application to be emailed to the Board Secretary

Owner signed Certificate of Concurrence of plan; I hereby certify that I am the owner of record of the plan herein depicted and that I concur with the plan. (Preliminary and Final)

MINOR SUBDIVISION AND/OR VARIANCES:

() 1. Transmittal of sketch plat to County Planning Board and Freehold Soil conservation District

| | | YES | NO | Waiver |
|-----|--|-------|-------|--------|
| () | 2. Six (6) sets of plans @ twenty-four inches (24") by thirty-six inches (36") and shall not be Drawn at a scale larger than one inch (1") equals twenty Feet (20') and a PDF file of plans and completed Application emailed to Board Secretary | _____ | _____ | _____ |

Sketch Plat: The sketch plat shall be based on a deed description and a survey with Metes and Bounds of the minor subdivision plotted on a scale in accordance with the Development Review Ordinance and shall show or include the following:

| | | | | |
|-----|--|-------|-------|-------|
| () | A. The location of that portion which is to be subdivided in relation to the entire tract on a key map with all existing Streets within five-hundred feet (500') to be shown | _____ | _____ | _____ |
| () | B. All existing structures, streets and wooded areas with the portion to be subdivided and within two-hundred feet (200') to be shown | _____ | _____ | _____ |
| () | C. The name of the owner and of all adjoining property owners as disclosed by the most recent Municipal Tax Records | _____ | _____ | _____ |
| () | D. The Tax Map sheet, block and lot numbers or such other tax data as is shown on the tax bill | _____ | _____ | _____ |
| () | E. All proposed lot lines to be eliminated by the proposed subdivision | _____ | _____ | _____ |
| () | F. The location, size and direction of flow of all streams, brooks, drainage structures and drainage ditches in the proposed subdivision | _____ | _____ | _____ |
| () | G. The location and width of all existing and proposed Utility easements within the proposed subdivision | _____ | _____ | _____ |
| () | H. Date, North Point and Scale of Point | _____ | _____ | _____ |
| () | I. Acreage of the entire tract of the area being subdivided | _____ | _____ | _____ |
| () | J. The number of new lots being created | _____ | _____ | _____ |
| () | K. Name and address of owner, sub-divider and person preparing the plat | _____ | _____ | _____ |
| () | L. A copy of any existing or proposed covenants or deed restrictions applying to the land being subdivided. | _____ | _____ | _____ |

| | | YES | NO | Waiver |
|--------------------------|--|-----|----|--------|
| <input type="checkbox"/> | M. | | | |
| | The front yard setback line for all lots laid out on the sketch plan | | | |
| <input type="checkbox"/> | N. | | | |
| | All proposed lot lines with the dimensions thereof and the areas of all lots shown in square feet as determined by scale | | | |
| <input type="checkbox"/> | O. | | | |
| | Conservation Easements proposed | | | |
| <input type="checkbox"/> | P. | | | |
| | Depiction of any requested variances or waivers from Municipal Standards | | | |
| <input type="checkbox"/> | 3. | | | |
| | Certification by Township Tax Collector that all taxes are paid | | | |
| <input type="checkbox"/> | 4. | | | |
| | Payment of all fees for Minor subdivision approval | | | |
| <input type="checkbox"/> | 5. | | | |
| | Soil Erosion & Sediment Control District Approval | | | |
| <input type="checkbox"/> | 6. | | | |
| | Referral to Monmouth County Planning Board for review and approval | | | |
| <input type="checkbox"/> | 7. | | | |
| | Disclosure of 10% ownership interest in corporation or partnership which is 10% owner of applying corporation or partnership | | | |
| <input type="checkbox"/> | 8. | | | |
| | Application for a project within a Flood Hazard Area to apply for approval | | | |
| <input type="checkbox"/> | 9. | | | |
| | State ingress and egress approval | | | |
| <input type="checkbox"/> | 10. | | | |
| | Variances required from Section(s) and reasons for | | | |
| <input type="checkbox"/> | 11. | | | |
| | Waivers required from Section(s) and reasons for | | | |

PRELIMINARY AND MAJOR SUBDIVISION APPROVAL:

- 1. **Six (6)** sets of plans @ twenty-four inches (24") by thirty-six inches (36") to a scale not less than one-inch (1") equals twenty feet (20') of black and white prints of the preliminary plat and a **PDF file** emailed to the board Secretary with the following:

- 2. Plot shall be clearly and legibly drawn or produces at a scale in accordance with Articles V & VIII of the Development Review Ordinance. Preliminary plats shall be designed and drawn by a Licensed New Jersey Engineer with a membership in the American Institute of Planners. The

YES NO Waiver

plat shall be designed in compliance with the provisions of Articles V, VIII and IX of the Development Review Ordinance of the Township of Hazlet and shall show or be accompanied by the following information:

- A. A key map showing the entire subdivision and its relations to surrounding areas; including proposed street patterns to existing and surrounding streets
- B. The tract name: Tax Map sheet, block and lot numbers or other data as shown on the tax bill; the date, reference meridian graphic scale, and the following name and address
 - (1) The name and address of the owner(s) of record _____
 - (2) The name and address of the sub-divider _____
 - (3) The name and address of the person who prepared the map _____
- C. Acreage of the tract to be subdivided, to the nearest tenth of an acre, number of lots to be created and the zoning district _____
- D. Two-foot (2') scale elevations or contours to determine the general slope and natural drainage of the land and the high and low points, and tentative cross sections and center line profiles or all proposed new streets, curbing and sidewalks. All contour lines are to be referenced to United States Coast and Geodetic Survey Datum _____
- E. The location of existing and proposed property lines, streets, buildings, water courses, railroads, bridges, culverts, drain pipes and any natural features such as wooded areas and rock formations _____
- F. Plans of proposed utility layouts: sewer, storm drains, water, gas and electricity showing feasible connections to existing or proposed utility systems _____
- G. Three copies (3) of any protective covenants or deed Restrictions applying to the land being subdivided shall Be submitted with the preliminary plat _____
- H. All existing water courses shall be shown and Accompanied by Cross sections of water courses at an appropriate Scale showing the extent of flood plan (if defined), top of bank, normal water level and bottom elevations at the following locations:
 - (1) At any point where a water crosses a boundary of the subdivision _____

| | YES | NO | Waiver |
|---|-------|-------|--------|
| (2) At fifty foot (50') intervals for a distance of three-hundred feet (300') upstream and downstream of any proposed culvert or bridge within or adjacent to the subdivision | _____ | _____ | _____ |
| (3) Immediately upstream and downstream of any point or junction of two (2) or more watercourses within one-thousand feet (1,000') of the subdivision | _____ | _____ | _____ |
| (4) At a maximum of five-hundred feet (500') intervals along all watercourses which run through or adjacent to the subdivision | _____ | _____ | _____ |
| I. When ditches, streams, brooks or watercourses are to be altered, improved or relocated the method of stabilizing slopes and the measures to control erosion situations as well as typical ditch sections and profiles shall be shown | _____ | _____ | _____ |
| J. The boundaries of the floodplains of all watercourses within or adjacent to the subdivision (if defined) | _____ | _____ | _____ |
| K. The total acreage in the drainage basin of any watercourses running through or adjacent to the subdivision in the area upstream of the subdivision | _____ | _____ | _____ |
| L. The total acreage in the drainage structure and the acreage in the subdivision which drains to the structure | _____ | _____ | _____ |
| M. The location and extent of drainage and conservation easements and stream encroachment lines | _____ | _____ | _____ |
| N. The Preliminary Plat shall show or be accompanied by plans for any storm-drainage systems including the following: | | | |
| (1) All existing or proposed storm water lines within or adjacent to the subdivision showing the size and profile of the line and the location of each catch basin and manhole | _____ | _____ | _____ |
| (2) The location and extent of any proposed dry wells, groundwater recharge basins, retention basins or other water devices | _____ | _____ | _____ |
| (3) Drainage Calculations | _____ | _____ | _____ |

| | YES | NO | Waiver |
|--|-------|-------|--------|
| O. Identification of lands to be dedicated or reserved public use | _____ | _____ | _____ |
| P. Location and description of any other underground utilities and the easements to accommodate them shall be clearly indicated on the plan. All new utilities shall be under ground | _____ | _____ | _____ |
| Q. The locations and dimensions of existing and proposed watercourses, railroad right-of-ways, bridges, culvert drainpipes and natural features such as wooded streets, lakes, ponds and extensive rock formations. The location and species of all existing individual specimen shade trees over twelve inches (12") in diameter or fifteen feet (15') in height above the ground level shall be shown. If a tract is heavily and densely wooded, the general location of the wooded area shall be shown on the plat together with a general note as to height, species and diameter of the trees within the densely wooded area. | _____ | _____ | _____ |
| R. The names, location and width of existing and proposed streets, easements and right-of-ways in the subdivision | _____ | _____ | _____ |
| S. All proposed lot lines, with the dimensions thereof and areas of all lots shown in square feet | _____ | _____ | _____ |
| T. Locations of all existing and proposed structures showing existing and proposed front, rear and side yard dimensions, the names of adjacent subdivisions if any, and the owners of adjoining parcels of land | _____ | _____ | _____ |
| U. Proposed final constructions plans and profiles at a scale of one inch (1") equals fifty feet (50') horizontal and one inch (1") equals five feet (5') vertical showing the following detailed information to be approved by the Land Use Board Engineer | | | |
| (1) Existing elevations with a minimum contour interval of two feet (2') when slope exceeds ten percent (10%) | _____ | _____ | _____ |
| (2) Proposed spot elevations or finished elevations at all property corners. Corners for all proposed structures or dwellings and drainage arrows designating direction of overland drainage flow to be provided on each lot | _____ | _____ | _____ |

| | YES | NO | Waiver |
|--|-----|-----|--------|
| (3) Complete information for storm drainage and sanitary sewer systems, including but not limited to invert rim and top of casting. Elevation for all drainage structures and the size, length, class of pipe and slope for all pipes | ___ | ___ | ___ |
| (4) Slope, typical section and materials of construction for all streams, swales and ditches | ___ | ___ | ___ |
| (5) Complete off-site information including calculations concerning final disposition of storm-water runoff from the downstream end of the property being developed to a point two-thousand feet (2,000') downstream of and from the property being developed or the Township Boundaries, whichever is less. The information shall include culverts, slopes and cross section areas for the length specified. Complete off-site information and disposition of sanitary sewers including connections of all proposed facilities | ___ | ___ | ___ |
| () 3. Percolation ground water depth and soil borings where Septic Fields are most likely to be located | ___ | ___ | ___ |
| () 4. Monmouth County Planning Board Approval | ___ | ___ | ___ |
| () 5. Freehold Soil Conservation District Approval | ___ | ___ | ___ |
| () 6. Environmental Impact Report | ___ | ___ | ___ |
| () 7. Variance(s) from Section(s) and reason(s) | ___ | ___ | ___ |
| () 8. Waiver(s) requested from Section(s) and reason(s) | ___ | ___ | ___ |
| () 9. Complete Soil and Ground Water Testing in accordance with Article VIII of the Development Review Ordinance. In the case of a Major Subdivision there shall be provided, in conjunction with preliminary review and approval a report on prevailing soil Groundwater conditions. The report shall be generated by a Professional Engineer who shall be retained for this purpose by the applicant. The report shall conform to the following minimum requirements: The report shall be comprehensive and shall encompass in suitable format all the information required herein | | | |

- | | YES | NO | Waiver |
|---|-----|-----|--------|
| A. Test borings or test pits shall be required for the purpose of Soil Classification and a soil log shall be prepared for each | ___ | ___ | ___ |
| B. Observation Wells shall be required for water table depth determination | ___ | ___ | ___ |
| C. Information from soil maps such as maps entitled " <i>Classes Of Land According to Use Capability</i> ", by the United States Department of Agriculture, Soil Conservation Service, may be incorporated in the engineer's report but shall be deemed supplementary and shall not by itself, constitute sufficient information or a substitute for test pits or borings | ___ | ___ | ___ |

D. The number of required borings, test pits and observation wells shall be determined as follows:

| <u>Tract Size in Acres</u> | <u># of Test Borings</u> | <u># of Wells</u> |
|----------------------------|------------------------------------|------------------------------------|
| Less than 3 | 3 | 2 |
| 3 to 20 | 6 | 4 |
| Over 20 | 1 per each 3 acres or part thereof | 1 per each 5 acres or part thereof |

- | | | | |
|---|-----|-----|-----|
| E. All borings, pits and observation wells shall be at locations as approved by the Land Use Board | ___ | ___ | ___ |
| F. Borings or test pits shall be at least twelve feet (12') deep with the last sample taken at the twelve foot (12') depth. An appropriate sampling technique, approved by the Land Use Board shall be used. Wash samples shall not be allowed, and suitable sampling techniques shall be required (such as split spoon) to yield a proper disturbed or undisturbed sample. Samples shall constitute at least fifty percent (50%) of the total running depth of the boring or pit. Separate samples shall be taken if the soil characteristics change. Samples shall be properly marked and stored by the Applicants Engineer for possible future inspection for a period of at least three years (3) | ___ | ___ | ___ |
| G. Either test borings or test pits may be used, however minimum sampling criteria as specified herein shall remain in effect in either case | ___ | ___ | ___ |
| H. Water table in observation wells shall be observed at least | | | |

| | YES | NO | Waiver |
|--|-------|-------|--------|
| four (4) separate times in each well: each observation shall note the then depth water table below existing ground elevation. The four (4) reported observations shall be made at least four (4) weeks apart between observations, thus spanning a total period of at least twelve weeks (12) but not more than thirty-six weeks(36)_____ | _____ | _____ | _____ |
| I. Observation wells shall be constructed in accordance with acceptable standards, with a suitable filter. Perforated pipe at least two inches (2") inner diameter and a cap. Cap shall be lockable to discourage vandalism. Observation wells shall be approved by the Land Use Board as to their typical configuration | _____ | _____ | _____ |
| J. Observation wells must be perforated, hollow and capable of providing water table level readings to a minimum depth of eleven and one-half feet (11 ½ ') below ground level | _____ | _____ | _____ |
| K. In the case of subdivisions in which seepage pits or similar water retention installations are proposed, the applicant shall furnish in addition to the requirements of this section, off-tract soil and ground water profiles, using additional off-tract borings, test pit or observation wells as approved by the Land Use Board | _____ | _____ | _____ |
| L. Nothing in this section shall act to reduce the requirements associated with on-site sewerage disposal systems, similarly providing the required test, e.g. percolation tests required for on-site sewerage disposal shall not act to reduce the requirements of this section | _____ | _____ | _____ |
| M. Ground water table impact assessments on off-tract properties Shall be required by the Land Use Board | _____ | _____ | _____ |

Final Major Subdivision:

- | | | | | | |
|-----|----|--|-------|-------|-------|
| () | 1. | Six (6) copies of completed application form and a PDF file emailed to the Board Secretary | _____ | _____ | _____ |
| () | 2. | Proof of installation of public improvements required Pursuant to preliminary approval or posting of Performance guarantee available to the Township Engineer And Attorney pursuant to Articles V and VIII of the Development Review Ordinance and Residential Site Improvement Standards (RSIS) | _____ | _____ | _____ |
| () | 3. | Six (6) black prints of plat @ twenty-four inch (24") by Thirty-six inches (36") not less than One-inch (1") | _____ | _____ | _____ |

YES NO Waiver

equals twenty feet (20') with the following Details
and a **PDF file** emailed to the Board Secretary

____ _

A. Plat shall be drawn in ink or tracing cloth at the scales set forth in Articles V and VIII of the Development Review Ordinance and in compliance with all provisions of N.J.S.A 46:23 9-1 to 46:23 9-8, Final Plat shall show, be accompanied by and conform to the following:

(1) A title containing the tract name, subdivision application number, a key map showing the general location of the subdivision, tax map, sheet, block and lot number, date north point, number of building lots, written and graphic scales acreage of the tract being subdivided and the names and addresses of the owner, the sub divider and the Professional Engineer who made the map

____ _

(2) Certification by a Professional Engineer or Land Surveyor Licensed to practice in the State of New Jersey as to the accuracy of the details of the plat and that the outer boundaries of the tract are surveyed

____ _

(3) Certification in writing that the applicant is the owner of land or that the owner has been given consent by way of written sales agreement or other form of written agreement, the pertinent provisions thereof to be disclosed to the Land Use Board and Governing Body upon request

____ _

(4) Tract boundary lines; exterior lines of streets, easements and other right-of-ways, street names, land reserved or dedicated to public use, all lot lines and other site lines, and accurate dimensions, bearings or deflection angles and tangents of all curves. All dimensions, both linear and angular, the exterior boundaries of the subdivision and all lots shall balance and close within a limit of error of one (1) in ten-thousand (10,000)

____ _

(5) The purposes of all easements and right-of-way and all land reserved for or dedicated to public use and the proposed use of lots other than residential shall be noted

____ _

(6) All building setback lines

____ _

| | YES | NO | Waiver |
|--|-------|-------|--------|
| (7) Block and lot numbers in accordance with established standards and in conformity with the township tax maps and as approved by the Tax Assessor | _____ | _____ | _____ |
| (8) The names, exact locations and widths along the property lines of all existing or recorded streets intersecting the said boundaries or lying within 200 feet thereof | _____ | _____ | _____ |
| (9) Complete off-site information including calculations concerning final disposition of storm water runoff from the downstream end of the property being developed to a point 2,000 feet downstream of and from the property being developed or the township boundaries, whichever is a greater distance. The information shall include culverts, slopes and cross-section areas for the length specified. Complete off-site information and disposition of sanitary sewers, including connections of all proposed facilities | _____ | _____ | _____ |
| (10) Existing elevations with a minimum contour interval of two feet (2') when the slope exceeds ten percent (10%) or one foot (1') when the slope is less than ten percent(10%) | _____ | _____ | _____ |
| (11) Proposed spot elevations or finished elevations at all property corners, curb opposite property corners, corners of all proposed structures or dwellings, and drainage and how designating direction of overland drainage flow on each lot | _____ | _____ | _____ |
| (12) Complete information for storm drainage and sanitary sewer systems, including but not limited to invert, rim and top of casting elevation for all drainage structures and size, length, class of pipe and slope of pipe | _____ | _____ | _____ |
| (13) Slope, typical section and materials of construction for all streams, swales, ditches and watercourses | _____ | _____ | _____ |
| (14) Final centerline profile grades, correct to zero and one-hundredth (0.01) feet with full information concerning vertical curve elevations | _____ | _____ | _____ |
| (15) All centerline elevations of each street at a minimum interval of fifty feet (50'), cross sections and profiles of streets | _____ | _____ | _____ |

| | YES | NO | Waiver |
|--|-----|-----|--------|
| (16) Complete construction details for all structures including but not limited to manholes, inlets, headwalls, yard drains, culverts, bridges and pumping stations | ___ | ___ | ___ |
| (17) Location and description of all survey monuments | ___ | ___ | ___ |
| (18) Certification of approvals by the governing body, the Land Use Board and all other bodies or agencies which are required by law | ___ | ___ | ___ |
| (19) Certification by the Tax Collector that all taxes levied against the land being subdivide have been paid to date | ___ | ___ | ___ |
| (20) The location of the portion of the subdivision for which final approval is required in relation to the entire subdivision of which it is part if the subdivision is being completed in sections as shown on the approved plan | ___ | ___ | ___ |
| (21) Copy of executed restrictive covenants, easements and proposed restrictions to the free use of the land to be recorded | ___ | ___ | ___ |
| () 4. Final plat to have incorporated all changes or modifications required by the Land Use Board for Preliminary Approval | ___ | ___ | ___ |
| () 5. Statement from Township Engineer that he is in receipt of utilities map depicting the exact location(s) of proposed utilities plus confirmation that sub-divider has the following: | | | |
| a. Installed all improvements required under ordinance | ___ | ___ | ___ |
| b. Posting of Performance Guarantee with the Township in an amount to assure completion of improvements | ___ | ___ | ___ |
| () 6. Proof of transmittal of Final Plat to County Planning Board when required pursuant to N.J.S.A. 90:27-12 | ___ | ___ | ___ |

B. Development Plan Checklist

TOWNSHIP OF HAZLET
DEVELOPMENT PLAN CHECKLIST

Project Name: _____

Owner: _____

Engineer/Designer: _____

Person Completing this form: _____ Date: _____

Block(s) _____ Lot(s) _____

Application Number: _____ Date Submitted _____ New: _____ Revised: _____

Date Submission Declared Completed: _____

THIS FORM MUST BE COMPLETED AND TURNED TO THE BOARD SECRETARY WITH THE SITE PLAN OR SUBDIVISION APPLICATION WHEN FILED; FAILURE TO INCLUDE ALL ITEMS REQUIRED ON SUBMITTED PLANS OR ATTACHMENTS WILL RESULT IN APPLICATION BEING CONSIDERED INCOMPLETE AND REJECTED.

PRELIMINARY SITE PLAN APPLICATION

| TO BE CHECKED BY APPLICANT | YES | NO | Waiver |
|--|-----|-----|--------|
| () 1. Six (6) copies of complete application | ___ | ___ | ___ |
| () 2. Six (6) sets of plans shall be prepared on sheets not larger than twenty-four inches (24") x thirty-six inches (36") and shall not be drawn at a scale smaller than one-inch (1") equals fifty-feet (50') nor larger than one-inch (1") equals twenty- feet (20'). A PDF file of the completed application and plans shall be emailed to the Board Secretary, upon which the following information must be depicted pursuant to Articles V, VIII & IX of the Development Review Ordinance for detailed submission requirements | ___ | ___ | ___ |
| () A. Locator map showing all Road Intersections within one thousand five-hundred feet (1,500') | ___ | ___ | ___ |
| () B. Wooded areas and topography with two foot (2') intervals | ___ | ___ | ___ |

| | | YES | NO | Waiver |
|-----|----|---|-----|--------|
| () | C. | All lot lines, the approximate location of all structures and the owners of lots within two-hundred feet (200') of the site | | |
| | | ___ | ___ | ___ |
| () | D. | Streets, Easements, Watercourses and Right-of-ways | | |
| | | ___ | ___ | ___ |
| () | E. | Utility and drainage Plans with detailed information | | |
| | | ___ | ___ | ___ |
| () | F. | Plans for Elevation and location of structures including the exterior materials and trim | | |
| | | ___ | ___ | ___ |
| () | G. | Preliminary Plans for parking, lighting, loading zones, signs, landscaping and buffers | | |
| | | ___ | ___ | ___ |
| () | H. | An extension of off-tract improvements necessitated by the proposed development | | |
| | | ___ | ___ | ___ |
| () | I. | Block and lot number(s), Tax Map Page, and exact dimensions and acreage of property to be built upon | | |
| | | ___ | ___ | ___ |
| () | J. | <i>A survey prepared by a Licensed Surveyor in the State of New Jersey</i> , showing existing and proposed monuments, existing and proposed lot lines and all setback lines | | |
| | | ___ | ___ | ___ |
| () | K. | The following legends shall be on the Site Plan Map | | |
| | | ___ | ___ | ___ |

Site Plan of _____
 Block _____ Lot _____ Zone _____
 Date _____ Scale _____
 Applicant _____
 Address _____

I consent to the filling of this Site Plan with the Land Use Board of Hazlet Township.

 (owner)

 (date)

I hereby certify that I have prepared the site Plan and that all dimensions and information thereon depicted are correct.

 (Name) (Title and License)

___ ___ ___

YES NO Waiver

I have reviewed this site plan and certify that it meets all codes and Ordinances under this jurisdiction.

Board Engineer (Date) _____

Approved by the Land Use Board:
Preliminary _____
(date)
Final _____
(date)

Land Use Board Chairman

Secretary to Land Use Board _____

- | | | | | | |
|-----|----|--|-------|-------|-------|
| () | L. | Name and License number of Site Planner or Professional Engineer with documents sealed with A raised seal | _____ | _____ | _____ |
| () | M. | Date and revision dates of drawings and plans | _____ | _____ | _____ |
| () | 3. | Certification by Tax Collector that all taxes, including current taxes are paid | _____ | _____ | _____ |
| () | 4. | Payment of all applicable fees for Preliminary Site Plan Review | _____ | _____ | _____ |
| () | 5. | Submission of Environmental Impact Statement | _____ | _____ | _____ |
| () | 6. | Soil Erosion & Sediment Control District Permit Approval (if the project involves disturbance of more than 5,000 square feet of land surface area) | _____ | _____ | _____ |
| () | 7. | Storm Water Management Plan | _____ | _____ | _____ |
| () | 8. | Referral to Monmouth County Planning Board for review and approval | _____ | _____ | _____ |

| | | YES | NO | Waiver |
|-----|--|-------|-------|--------|
| () | 9. Four (4) copies of completed Checklist (Board Engineer, Attorney, Secretary and Zoning Officer) | _____ | _____ | _____ |
| () | 10. Disclosure of 10% ownership interest of a corporation or partnership which is 10% owner of the applying corporation or partnership (N.J.S.A. 40:55D-48.2) | _____ | _____ | _____ |
| () | 11. Applicant for a project located within a "Flood Hazard Area" shall apply for approval in conformance with the "Ninety (90) Day Construction Permit Act" | _____ | _____ | _____ |
| () | 12. If applicable, Application for State ingress and egress approval | _____ | _____ | _____ |
| () | 13. Variance(s) required from Section(s) and the reason(s) | _____ | _____ | _____ |
| () | 14. Waiver(s) required from Section(s) and the reason(s) | _____ | _____ | _____ |
| () | 15. Owners signed certificate of concurrence with the plan | _____ | _____ | _____ |
| () | 16. Complete Soil & Ground Water Testing in accordance with Article VIII. In the case of a Major Subdivision, there shall be provided in conjunction with the preliminary review and approval a report on prevailing soil groundwater conditions. The report shall be generated by a Professional Engineer, retained by the applicant. The report shall conform to the following minimum requirements: | | | |
| | A. The report shall be comprehensive and shall encompass in suitable format all the information required herein | _____ | _____ | _____ |
| | B. Test Borings or Test Pits shall be required for the purpose of soil classification and a Soil Log shall be prepared for each one | _____ | _____ | _____ |
| | C. Observation Wells shall be required for Water Table depth | _____ | _____ | _____ |
| | D. Information from soil maps, such as maps entitled "Classes of Land According to Use Capability", by the United States Department of Agriculture Soil Conservation Service, may be incorporated in the engineer's report but shall be deemed supplementary and shall not by itself constitute sufficient information or a substitute for test pits or boring | _____ | _____ | _____ |

YES NO Waiver

E. The number of required borings, test pits and observations Wells shall be determined as follows:

| Tract Size in Acres | # of Test Borings | # of Wells |
|---------------------|------------------------------------|------------------------------------|
| Less than 3 | 3 | 2 |
| 3 to 20 | 6 | 4 |
| Over 20 | 1 per each 3 acres or part thereof | 1 per each 5 acres or part thereof |

F. All test borings, pits and observation wells shall be at locations approved by the Land Use Board

G. Borings or test pits shall be at least twelve (12') feet deep with the last sample taken at the twelve foot (12') depth. An appropriate sampling technique approved by the Land Use Board shall be used. Wash samples shall not be allowed, suitable sampling technique such as split spoon to yield a proper disturbed or undisturbed sample. Samples shall constitute at least fifty percent (50%) of the total running depth of the boring or pit. Separate samples shall be taken if the soil characteristics change. Samples shall be properly marked and stored by the applicant's engineer for possible future inspection for a period of at least three (3) years

H. Water table in observation wells shall be observed at least four (4) separate times in each well, at least 4 weeks apart between observations thus spanning a total period of at least twelve (12) weeks but not more than thirty-six (36) weeks. Each observation shall note the then-depth water table below existing ground elevation

I. Observation wells shall be constructed in accordance with acceptable standards, with a suitable filter. The perforated pipe shall have at least a two-inch (2") inner diameter and a lockable cap to discourage vandalism. Observation wells shall be approved by the Land Use Board as to their design

J. Observations wells must be perforated, hollow and capable Of providing water table readings to a minimum depth of Eleven and one-half feet (11 1/2 ') below ground level

| | YES | NO | Waiver |
|--|-------|-------|--------|
| K. In the case of <i>subdivisions</i> in which seepage pits or similar water-retention installations are proposed, the applicant shall furnish in addition to the requirements of this section, off-tract Soil and Ground Water Profiles, using additional off-tract borings, test pits or observations wells, as approved by the Land Use Board | _____ | _____ | _____ |
| L. Noting in this section shall act to reduce the requirements associated with on-site sewerage disposal systems; similarly providing the required test(e.g. percolation test) required for on-site sewerage disposal | _____ | _____ | _____ |
| M. Ground Water Table Impact Assessments on off-tract properties shall be required by the Land Use Board | _____ | _____ | _____ |

FINAL SITE PLAN APPLICATION

| | | | |
|---|-------|-------|-------|
| () 1. Six (6) copies of completed application for approval | _____ | _____ | _____ |
| () 2. Six (6) sets of full size site plans (24" x 36") in final form prepared in accordance with Articles V, VIII & IX of the Development Review Ordinance, including all information depicted on the Preliminary Site Plan including all conditions imposed at the preliminary approval | _____ | _____ | _____ |
| () 3. Payment of all Final Site Plan Filing fees | _____ | _____ | _____ |
| () 4. Payment of Performance Guarantee in favor of the Township, prepared by the Township Engineer and approved by the Township Attorney | _____ | _____ | _____ |
| () 5. If applicable, Soil Removal Permit signed by the Township Engineer | _____ | _____ | _____ |
| () 6. Date and Revision Dates of drawings and/or reports | _____ | _____ | _____ |
| () 7. Certification from Tax Collector that taxes are paid and current on the property through the current month | _____ | _____ | _____ |
| () 8. Permits from other agencies upon which prior approvals Were conditioned | _____ | _____ | _____ |
| 181-813 Reserved | | | |
| 181-814 Reserved | | | |

**ARTICLE IX: FEES, GUAANTEES, INSPECTIONS
AND OFF-TACT IMPROVEMENTS**

181-900 APPLICATION FEES AND ESCROW FEES

A. Fee Schedule

Every application for development shall be accompanied by a check made payable to Hazlet Township in accordance with the following schedule:

1. APPLICATION FEES

| <u>Type of Application</u> | <u>Administrative Fee</u> |
|---|---|
| Certification of Pre-existing Non-Conforming Use | \$50.00 |
| Appeals and Interpretations | \$250.00 |
| Appeals to Governing Body (delete) | \$250.00 |
| Special Meeting | \$1,500.00 |
| Conceptual/Informal Review | \$500.00 |
| Bulk Variances Residential | \$200.00 per variance |
| Non Residential | \$250.00 per variance |
| Accessory Buildings and Structures Residential Only | \$200.00 flat fee |
| Use Variances Residential | \$650.00 plus \$50.00 per dwelling unit |
| Non Residential | \$700.00 per acre of entire tract or \$50.00 per 1,000 square feet gross floor area, whichever is greater |
| Conditional Use | \$250.00 |
| Tree Removal Permit | |
| Residential | New residential building lots, \$15.00 per tree up to a maximum of \$300.00 per lot. |
| Non-Residential | \$15.00 per tree up to maximum of \$600.00 for EACH acre |

| | | |
|-------------------------------|----------------------------------|--|
| Soil Removal Permit | | \$25.00 per permit |
| Subdivision | Minor | \$350.00 |
| | Major | |
| | Preliminary | \$650.00 plus \$50.00 per lot |
| | Final | 50% of preliminary fee |
| Site Plan | Minor | |
| | Preliminary | \$650.00 plus \$50.00 per lot |
| | Final | \$50% of preliminary fee |
| Site Plan | Major | |
| | Preliminary | \$1,000 plus \$50 per acre, plus \$0.05 per square foot of proposed building area |
| | Final | 50% of preliminary fee |
| Requested Waivers | | |
| | Environmental Impact Study | \$100.00 |
| | Traffic Study | \$100.00 |
| | Drainage/Storm Water | \$100.00 |
| | Exempt from Site Plan | \$100.00 |
| | Design (i.e. parking space size) | \$50.00 |
| | All others not included above | \$50.00 |
| Tax Map Revision Fee | | \$75.00 per lot for minor and major subdivisions to cover the cost to revise tax map (amended 9-5-06) |
| Re-submission or Revision Fee | | \$50. or 40% of original fee, whichever is greater |
| Certified List per MLUL | | \$10.00 or \$0.25 per name whichever is greater |
| Extension of Approvals | | \$250.00 |

2. ESCROW FEES

| <u>Type of Application</u> | <u>Fee</u> |
|---|---|
| Appeals and Interpretations | \$500.00 |
| Conceptual/Informal Review | \$500.00 |
| Bulk Variances Residential | \$450.00 |
| Non-Residential | \$500 plus \$100 per each variance requested |
| Use Variance | \$1,500.00 |
| Conditional Use | \$1,000.00 |
| Subdivision Minor | \$1,500.00 |
| Residential /Preliminary | |
| 1 – 5 unit(s) and/or lot(s) | \$2,000.00 |
| 6 – 25 unit(s) and/or lot(s) | \$3,500.00 |
| 25 – 100 unit(s) and/or lot(s) | \$5,000.00 |
| 101 plus unit(s) and/or lot(s) | \$7,500.00 |
| Residential/Final | 50% of preliminary fee |
| Site Plan Minor | \$500.00 |
| Preliminary | \$2,000 plus \$25 per dwelling unit |
| Final | 50% of preliminary fee |
| Major | |
| Commercial/Industrial/Preliminary | |
| 0 – 1,250 square feet | \$1,500.00 |
| 1,251 – 10,000 square feet | \$2,500.00 |
| 10,001 – 25,000 square feet | \$5,000.00 |
| 25,001 – 75,000 square feet | \$7,500.00 |
| Plus 75,000 square feet | \$10,000.00 |
| Final | 50% of preliminary fee |
| Special Meeting | \$500.00 |
| Resubmission or Revision | \$50.00 or 40% of original fee whichever is greater |
| Appeal to Township Committee Delete Entirely | None |

| | |
|-----------------------|---|
| Tree Removal Permit | refer to 181-523 escrow |
| Extension of Approval | \$1,000.00 |
| Soil Removal | \$100.00 for review and inspection by Twp. Engineer, plus \$0.05 per square foot of area disturbed due to removal |

3. MISCELLANEOUS FEES

| <u>Type of Application</u> | <u>Administrative Fee</u> |
|--|---|
| Change of Zone Request | \$200.00 |
| Zoning Permits | |
| New Residential Single-Family Dwelling | \$100.00 each unit |
| New Non-Residential Construction | \$150.00 for the 1 st \$25,000 of construction cost or any part thereof plus \$5.00 for each \$1,000 of construction cost thereafter |
| Renovations/ Residential & Non-Residential | \$10.00 for the 1 st \$1,000 of construction cost and \$5.00 per \$1,000 thereafter |
| Fence | \$45.00 flat fee |
| Retaining Wall | \$45.00 flat fee |
| Shed | \$45.00 flat fee |
| Signs | \$1.00 per square foot, with minimum \$25.00, plus application fee \$50.00 |
| Non-Residential Use Permit/Occupancy | \$50.00 |
| Lot Grading and Drainage Plan | |
| Initial review by Twp. Engineer | \$200.00 per lot |
| Revised review by Engineer | \$100.00 per lot |

| | |
|--|--------------|
| Final As-built Survey, includes 1 inspection by Twp. Engineer | \$250.00 |
| Revised Final As-Built | \$100.00 |
| Re-inspect of site and report preparation | \$150.00 |
| DRO Book | \$75.00 |
| Colored Zoning Map (11" x 17") | \$5.00 |
| (2' x 3') | \$20.00 |
| Photocopies | State Statue |
| No charge for records sent email or fax | |
| Copying data to disk or CD | \$5.00 |
| Use of Tape for Transcript Purposes (Must supply their own stenographer to make transcript) | \$150.00 |
| Duplication of Tape Recordings | \$75.00 |
| Certificate of Occupancy (Refer to Chapter 170 of Hazlet Codes) | |

B. Purpose of Fee

The application charge is a flat fee to cover direct administrative expenses and is non-refundable. The escrow account is established to cover the costs of professional services including engineering, legal, planning and other expenses connected with the review of the submitted materials. In accordance with N.J.S.A. 40:55D-53 and N.J.S.A. 40:55D-53.1, sums not utilized in the review process shall be returned to the applicant upon written request. If additional sums are deemed necessary, the applicant shall be notified by certified mail or personal service of the required additional amount and shall add such sum to the escrow. Payment shall be due from the applicant within fifteen (15) days of receipt of the notice. If payment is not received within fifteen (15) days, the applicant shall be considered to be in default, and such default may be grounds for denial of the application.

C. More than one Request

Where one (1) application for development includes several approval requests, the sum of the individual required fees shall be paid.

D. Costs of Review and Inspection

Each applicant for subdivision or site plan approval shall agree in writing to pay all reasonable costs for professional review of the application, including costs incurred with any informal review of a concept plan which may have preceded the submission

of a preliminary application. Additionally, each applicant shall agree in writing to pay all reasonable costs for the municipal inspection of the constructed improvements. All such costs for review and inspection must be paid before any construction permit is issued and all remaining costs must be paid in full before any occupancy issued or bonding is released.

E. Court Reporter

If an applicant desires a court reporter, the cost of taking testimony and transcribing it and providing a copy of the transcript to the municipality shall be at the expense of the applicant who shall arrange for the reporter's attendance. The municipality provides for the tape recording of the proceedings before the Board.

Section 2

All ordinances or parts thereof inconsistent with the provisions of this ordinance are hereby repealed as to such inconsistency.

Section 3

If any section, paragraph, subdivision, clause or provision of this ordinance is adjudged to be invalid, such adjudication shall apply only to section paragraph, subdivision, clause or provision so adjudged and the remainder of this ordinance shall be deemed valid and effective.

Section 4

This ordinance shall take effect upon its passage and publication according to law.

Section 5

The Township Clerk is hereby directed, upon adoption of the Ordinance after public hearing thereon, to publish notice of the passage thereof and to file a copy of this Ordinance as finally adopted with the Monmouth County Planning Board as required by N.J.S.A. 40:55D-16.

**BOND ORDINANCE AMENDING AND SUPPLEMENTING
BOND ORDINANCE NUMBER 1540-14 (WHICH
PROVIDES FOR ACQUISITION OF NEW INFORMATION
TECHNOLOGY EQUIPMENT AND A NEW AUTOMOTIVE
VEHICLE, INCLUDING ORIGINAL APPARATUS AND
EQUIPMENT) HERETOFORE FINALLY ADOPTED BY
THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
HAZLET, IN THE COUNTY OF MONMOUTH, STATE OF
NEW JERSEY, ON MAY 20, 2014, TO AMEND THE
DESCRIPTION AND REAPPROPRIATE MONIES SET
FORTH THEREIN**

**BE IT ORDAINED AND ENACTED BY THE TOWNSHIP COMMITTEE OF
THE TOWNSHIP OF HAZLET, IN THE COUNTY OF MONMOUTH, STATE OF NEW
JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS
FOLLOWS:**

SECTION 1. Section 4“A” of Bond Ordinance Number 1540-14 finally adopted on May 20, 2014 by the Township Committee of the Township of Hazlet, in the County of Monmouth, State of New Jersey (the "Township") entitled, "BOND ORDINANCE TO AUTHORIZE THE ACQUISITION OF NEW INFORMATION TECHNOLOGY EQUIPMENT AND A NEW AUTOMOTIVE VEHICLE, INCLUDING ORIGINAL APPARATUS AND EQUIPMENT, IN, BY AND FOR THE TOWNSHIP OF HAZLET, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF \$350,000 TO PAY THE COST THEREOF, TO MAKE A DOWN PAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS" (the "Original Ordinance"), is hereby amended and supplemented to reduce the \$200,000, originally appropriated, by the sum of \$20,000, so that Section 4“A”, provides, as follows:

“ . . .

A. Acquisition of a new automotive vehicle, including original apparatus and equipment, consisting of an ambulance for the use of the Hazlet Township First Aid and Rescue Squad.

| | |
|----------------------------------|-----------|
| Appropriation and Estimated Cost | \$180,000 |
| Down Payment Appropriated | \$ 36,000 |
| Bonds and Notes Authorized | \$144,000 |
| Period of Usefulness | 5 years |

. . .”

SECTION 2. Section 4 of the Original Ordinance is hereby additionally amended to add the following paragraph “C”, which appropriates the sum of \$20,000 (taken from Section 4“A”) as follows:

“C. Acquisition and installation, as applicable of a Repeater for Dispatch Channel for Police Department Headquarters, including all necessary related equipment and apparatus thereof.

| | |
|----------------------------------|----------|
| Appropriation and Estimated Cost | \$20,000 |
| Down Payment Appropriated | \$ 4,000 |
| Bonds and Notes Authorized | \$16,000 |
| Period of Usefulness | 5 years” |

SECTION 3. Except as expressly amended and supplemented hereby, the Original Ordinance shall remain in full force and effect.

SECTION 4. The Township covenants to maintain the exclusion from gross income under Section 103(a) of the Code of the interest on all bonds and notes issued under this ordinance.

SECTION 5. This bond ordinance shall take effect twenty (20) days after final adoption, and approval by the Mayor, if applicable, as provided by the Local Bond Law.