July 7, 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.

ROLL CALL	PRESENT	ABSENT
Committeeman DiNardo	_____	_____
Committeewoman Kiley	_____	_____
Committeewoman Ronchetti	_____	_____
Deputy Mayor Aagre	_____	_____
Mayor Sachs	_____	_____

Approval of Minutes – Workshop Meetings – June 16, 2015 and June 23, 2015.
Regular Meeting – June 16, 2015.

Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____

Committeewoman Ronchetti _____ Deputy Mayor Aagre _____
(abstain 6/16/15)

Mayor Sachs _____

Approval of Executive Session Minutes – June 16, 2015 and June 23, 2015.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____

Committeewoman Ronchetti _____ Deputy Mayor Aagre _____
(abstain 6/16/15)

Mayor Sachs _____

Ordinance Hearings:

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

Introduced: June 16, 2015.
Published in The Asbury Park Press, issue of June 19, 2015. Proof on file.
Posted in Town Hall – June 17, 2015.
Hearing to be held July 7, 2015.

Hearing:

Motion to close hearing:

Offered _____ 2nd _____

Voice vote: _____

Action of Committee: (Adopt) (Reject) (Other)

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

Introduced: June 16, 2015.
Published in The Asbury Park Press, issue of June 19, 2015. Proof on file.
Posted in Town Hall – June 17, 2015.
Hearing to be held July 7, 2015.

Hearing:

Motion to close hearing:

Offered _____ 2nd _____

Voice vote: _____

Action of Committee: (Adopt) (Reject) (Other)

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____

Committeewoman Ronchetti _____ Deputy Mayor Aagre _____

Mayor Sachs _____

Reports:

MUNICIPAL COURT – May 2015 – Total fees collected - $22,275.32.

DEPARTMENT OF PUBLIC WORKS – May 2015 – Received and read.

POLICE DEPARTMENT – May 2015 – Total Calls Handled – 2,566.

CONSTRUCTION OFFICIAL – May 2015 – Total fees collected - $19,455.00.

TAX COLLECTOR – April and May 2015 – Received and read.

S-1 - Mayors Appointment – Steve Sanfilippo for a five year term on the Recreation Advisory Council.

Resolutions, Motions and Appointments:

Resolutions #164 through #175 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.

164. Refund of swim team fees to Brendan Hayes.

165. Refund of swim club fees to Lillian Drive PTO.

166. Refund of swim club fees to Erin Almeidinha.

167. Refund of escrow fees for American Cellular Network, LLC, d/b/a/ Cingular Wireless, Block 120, Lots 64 and 64.01.

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

169. Renewal of the 2015-2016 Liquor Licenses in the Township of Hazlet.

170. Renewal of an inactive ABC Plenary Retail Consumption License – MCES LLC (formerly Lone Star).

171. Issuance of Raffle License RL-4044 to the VFW.

172. Authorizing the Tax Collector to cancel any assessed property taxes due February 1, 2015 and May 1, 2015 along with any preliminary 2016 assessed property taxes for Block 194.04, Lot 26.

173. Refund of Swim Club Fees to Jonathan and Donna DiGiovanni.

174. Refund of Swim Club Fees to Dominick Malaspine.

175. Refund of Swim Club Fees to Thomas and Joann Latin.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____

Committeewoman Ronchetti _____ Deputy Mayor Aagre _____

Mayor Sachs _____

176. Increase in salary for Frank Littriello for obtaining his CDL license.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____

Committeewoman Ronchetti _____ Deputy Mayor Aagre _____

Mayor Sachs _____

177. Authorizing CME Associates to perform Engineering Services for Improvements to Sycamore Drive and West Jack Street (2015 Community Development Block Grant).

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____

Committeewoman Ronchetti _____ Deputy Mayor Aagre _____

Mayor Sachs _____

178. Authorizing CME Associates to perform Engineering Services for Improvements to Laurel Avenue Phase III.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____

Committeewoman Ronchetti _____ Deputy Mayor Aagre _____

Mayor Sachs _____

179. Authorizing CME to perform Engineering Services and Environmental Services for Natco Lake Trail Design and NJDEP Land Use Permitting.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____

Committeewoman Ronchetti _____ Deputy Mayor Aagre _____

Mayor Sachs _____

180. Appointment of Ken Lind as a Provisional Sewer Repairer Supervisor in the Department of Public Works.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____

Committeewoman Ronchetti _____ Deputy Mayor Aagre _____

Mayor Sachs _____

181. Authorizing Ed Huber to work no more than 28 hours per week.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____

Committeewoman Ronchetti _____ Deputy Mayor Aagre _____

Mayor Sachs _____

182. 2015 Swim Club Salaries.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____

Committeewoman Ronchetti _____ Deputy Mayor Aagre _____

Mayor Sachs _____

183. Appointment of Alex DelBuono as a temporary, part time seasonal employee in the Department of Public Works.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____

Committeewoman Ronchetti _____ Deputy Mayor Aagre _____

Mayor Sachs _____

184. Appointment of Jason Emmino as a temporary, part time, seasonal employee in the Department of Public Works.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____

Committeewoman Ronchetti _____ Deputy Mayor Aagre _____

Mayor Sachs _____

185. Appointment of Conor Galvin as a temporary, part time, seasonal employee in the Department of Public Works.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Kiley _____

Committeewoman Ronchetti _____ Deputy Mayor Aagre _____

Mayor Sachs _____

186. Appointment of Matthew Zank as a temporary, part time, seasonal employee in the Department of Public Works.

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 _____

Citizens Hearing:

Motion to close hearing:

Offered _____ 2nd _____

Voice Vote: _____

Motion to adjourn:

Offered _____ 2nd _____

Voice Vote: _____

Time: _____

TOWNSHIP OF HAZLET
COUNTY OF MONMOUTH

AN ORDINANCE AMENDING AND SUPPLEMENTING 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	___	___	_____

<u>Sketch Plat:</u> 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
( )	M.	The front yard setback line for all lots laid out on the sketch plan	___	___	_____
( )	N.	All proposed lot lines with the dimensions thereof and the areas of all lots shown in square feet as determined by scale	___	___	_____
( )	O.	Conservation Easements proposed	___	___	_____
( )	P.	Depiction of any requested variances or waivers from Municipal Standards	___	___	_____
( )	3.	Certification by Township Tax Collector that all taxes are paid	___	___	_____
( )	4.	Payment of all fees for **Minor subdivision** approval	___	___	_____
( )	5.	Soil Erosion & Sediment Control District Approval	___	___	_____
( )	6.	Referral to Monmouth County Planning Board for review and approval	___	___	_____
( )	7.	Disclosure of 10% ownership interest in corporation or partnership which is 10% owner of applying corporation or partnership	___	___	_____
( )	8.	Application for a project within a Flood Hazard Area to apply for approval	___	___	_____
( )	9.	State ingress and egress approval	___	___	_____
( )	10.	Variances required from Section(s) and reasons for	___	___	_____
( )	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 convents 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') interims 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 *"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 borings	___	___	_____

D. The number of required borings, test pits and observation 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

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-hundreth (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 APPLICTION 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 APPPLICANT			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.	A ***survey prepared by a Licensed Surveyor in the State of New Jersey***, 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 filer. 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 ½ ') below ground level ___ ___ ___

	YES	NO	Waiver
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 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

Type of Application		Administrative Fee
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 $50per 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

Type of Application			Fee
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

Type of Application	**Administrative Fee**
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 1st $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 1st $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.

S-1

RECREATION ADVISORY COUNCIL

Steve Sanfilippo	for a five year term commencing on 7/1/2015 and ending on 7/1/20

RESOLUTION

WHEREAS, the Hazlet Swim and Tennis Club of the Township of Hazlet, in the County of Monmouth, State of New Jersey, collected monies associated with a seasonal pool membership; and

WHEREAS, said monies have been received from the following and were deposited into the Swim Pool Operating Fund under Membership Fees; and

WHEREAS, it has been decided by the Swim Team Coach and the parents that the children are not strong enough swimmers to handle the team and the parents are asking for a refund.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee that the Chief Financial Officer be authorized to return such fees; and

BE IT FURTHER RESOLVED that the Municipal Clerk forward a certified copy of this resolution to the applicant and to the Finance Office.

APPLICANT	AMOUNT OF REFUND
Brendan Hayes 365 East End Avenue Belford, NJ 07718	$106.00

CERTIFICATION

I, MARY L. LYNCH, Deputy 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 7th day of July, 2015.

_____

Mary L. Lynch
Deputy Municipal Clerk

RESOLUTION

WHEREAS, the Hazlet Swim and Tennis Club of the Township of Hazlet, in the County of Monmouth, State of New Jersey, collected monies associated with a pool party; and

WHEREAS, said monies have been received from the following and were deposited into the Swim Pool Operating Fund under Membership Fees; and

WHEREAS, due to inclement weather, Lillian Drive PTO was not able to have their pool party.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee that the Chief Financial Officer be authorized to return such fees; and

BE IT FURTHER RESOLVED that the Municipal Clerk forward a certified copy of this resolution to the applicant and to the Finance Office.

APPLICANT	AMOUNT OF REFUND
Lillian Drive PTO 28 Lillian Drive Hazlet, NJ 07730	$1,100.00

CERTIFICATION

I, MARY L. LYNCH, Deputy 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 7th day of July, 2015.

_____

Mary L. Lynch
Deputy Municipal Clerk

RESOLUTION

WHEREAS, the Hazlet Swim and Tennis Club of the Township of Hazlet, in the County of Monmouth, State of New Jersey, collected monies associated with a seasonal pool membership; and

WHEREAS, said monies have been received from the following and were deposited into the Swim Pool Operating Fund under Membership Fees; and

WHEREAS, due to paying twice, Erin Almeidinha is entitled to a refund for one of the payments made.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee that the Chief Financial Officer be authorized to return such fees; and

BE IT FURTHER RESOLVED that the Municipal Clerk forward a certified copy of this resolution to the applicant and to the Finance Office.

APPLICANT	AMOUNT OF REFUND
Erin Almeidinha 106 Village Green Way Hazlet, NJ 07730	$28.00

CERTIFICATION

I, MARY L. LYNCH, Deputy 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 7th day of July, 2015.

_____

Mary L. Lynch
Deputy Municipal Clerk

RESOLUTION

WHEREAS, escrow fees were previously posted for a 2002 Hazlet Township Planning Board application by **AMERICAN CELLULAR NETWORK, LLC, d/b/a/ CINGULAR WIRELESS,** in regard to **BLOCK 120, LOTS 64 and 64.01;** and

WHEREAS, a request has been received that the balance of their escrow account #02-076 be refunded in the amount of $415.00; and

WHEREAS, this project has been inactive since 2003;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Township Committee that the Chief Financial Officer be authorized to return such fees; and

BE IT FURTHER RESOLVED that the Municipal Clerk forward a certified copy of this resolution to the applicant and to the Finance Office.

CERTIFICATION

I, MARY L. LYNCH, Deputy 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 7th day of July, 2015.

_____

Mary L. Lynch
Deputy Municipal Clerk

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:

14 North Stevens Place; Block 210, Lot 16.02 - $285.00
31 Lynn Boulevard; Block 97, Lot 7 - $285.00
6 Coral Drive; Block 197.01, Lot 3 - $285.00
2 Crescent Place; Block 95, Lot 4 - $285.00
93 Tenth Street; Block 21, Lot 9 - $285.00
85 13th Street; Block 37, Lot 5 - $285.00
1 Fleetwood Drive; Block 184, Lot 7 - $285.00
5 Creek Road; Block 104, Lot 20 - $285.00

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

CERTIFICATION

I, MARY L. LYNCH, Deputy Municipal Clerk of Hazlet Township do hereby certify that the above foregoing is a true copy of a Resolution that was duly passed and adopted by the Township Committee at its meeting held on the 7th day of July, 2015.

_____
Mary L. Lynch
Deputy Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that the following Alcoholic Beverage Licenses covering the period from July 1, 2015 to June 30, 2016 be and the same are hereby issued as follows:

LICENSE NO.	TYPE	NAME & ADDRESS	TRADE NAME
1339-33-001-004	Consumption $1,209.60	Airport Bar & Liquors 1370 State Hwy 36 Hazlet, NJ 07730	Airport Bar and Liquor
1339-33-003-006	Consumption $1,209.60	LM&M L.L.C. 1616 Union Avenue Hazlet, NJ 07730	Union Plaza Liquor
1339-33-004-010	Consumption $1,209.60	Wayside Management Co., Inc. 180 Highway 36 Hazlet, NJ 07730	Mike's Hiawatha Inn
1339-44-005-007	Distribution $933.12	Exit 117 Liquors LLC 2996 Highway 35 Hazlet, NJ 07730	Wine Academy Super Store
1339-44-006-007	Distribution $933.12	Jai Maharaaj, Inc. 14 State Highway 36 West Keansburg, NJ 07734	Best Buy Wine and Liquor
1339-33-008-006	Consumption $1,209.60	Bertucci's Restaurant Corporation 2847 Highway 35 Hazlet, NJ 07730	Bertucci's Brick Oven Pizzeria

LICENSE NO.	TYPE	NAME & ADDRESS	TRADE NAME
1339-33-011-004	Consumption $1,209.60	Leiserv, Inc. Highway 36 Hazlet, NJ 07730	Brunswick Zone - Hazlet
1339-44-012-003	Distribution $933.12	Bethany Wines & Liquors, Inc. 3160 Route 35 Hazlet, NJ 07730	Bethany Wines and Liquors
1339-33-017-008	Consumption $1,209.60	Briad Restaurant Group L.L.C. 3054 Highway 35 South Hazlet, NJ 07730	TGI Friday's Restaurant
1339-33-018-003	Consumption $1,209.60	John H. Stryker, Inc. 175 Highway 36 West Keansburg, NJ 07734	Ted's Bar & Grill
*1339-36-026-004	Consumption $1,209.60	AYAN Hazlet LLC 2870 Highway 35 South Hazlet, NJ 07730	Holiday Inn
1339-33-013-006	Consumption $1,209.60	Adelphi Liquor L.L.C. 2973 Highway 35 North Hazlet, NJ 07730	Red Oak Diner
1339-31-021-001	Club $50.00	North Centerville Volunteer Firemen's Association #1 372 Middle Road, PO Box 207 Hazlet, NJ 07730	
1339-33-015-007	Consumption $1,209.60	Heilongjang Barn LLC 3352 Highway. 35 Hazlet, NJ 07730	Park East
1339-33-016-003	Consumption $1,209.60	Tony's Italian American Restaurant & Pizzeria, Inc. 3153 Highway 35 Hazlet, NJ 07730	Yesterday's Restaurant

LICENSE NO.	TYPE	NAME & ADDRESS	TRADE NAME
1339-33-002-006	Consumption $1,209.60	Bar H. Inc. 417 S. Laurel Avenue West Keansburg, NJ 07734	Untouchables
1339-31-022-001	Club $50.00	Schaufler Franzen Post 4303 VFW 18 Davern Avenue West Keansburg, NJ 07734	VFW Post 4303 Schaufler Franzen
1339-33-009-007	Consumption $1,209.60	MJM Liquor & Deli, Inc. 1104 Highway 36 Hazlet, NJ 07730	Shore Café
1339-33-014-013	Consumption $1,209.60	CON FRAN L.L.C. 745 Poole Avenue Suites 13, 14 & 15	Poole Avenue Bar & Liquors
1339-33-007-007	Consumption $1,209.60	Grand View Manor, Inc. 410 Highway 36 Hazlet, NJ 07730	Lakeside Manor

SPECIAL CONDITION

*Issued specifically for hotel or motel containing at least 100 sleeping rooms. No renewal or transfer of this license except to another hotel or motel containing at least 100 sleeping rooms.

CERTIFICATION

I, MARY L. LYNCH, Deputy 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 7th day of July, 2015.

Mary L. Lynch
Deputy Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that the ABC application of MCES Inc. for the renewal of Plenary Retail Consumption License #1339-33-010-006, an inactive license, is hereby granted by letter of July 26, 2013 from the Division of Alcoholic Beverage Control in accordance with N.J.S.A. 33:1-12.39 (Special Ruling), for the sole purpose of permitting the grant application for the 2013-2014, 2014-2015 and 2015-2016 licensing years; and

BE IT FURTHER RESOLVED that in order to activate the above referenced license, it will be necessary to file the necessary amendment pursuant to N.J.A.C. 13:2-2.14.

CERTIFICATION

I, MARY L. LYNCH, Deputy 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 7th day of July, 2015.

_____
Mary L. Lynch
Deputy Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that the Municipal Clerk be and is hereby authorized to issue the following Raffle License:

RL-4044 – VFW POST #4303 SCHAUFLER FRANZEN

CERTIFICATION

I, MARY L. LYNCH, 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 7th day of July, 2015.

_____
Mary L. Lynch
Deputy Municipal Clerk

RESOLUTION

WHEREAS, the Tax Assessor of Hazlet Township has provided sufficient proof that the property known as 442 Middle Road, Block 194.04 Lot 26, in Hazlet Township has been removed from the tax maps and has been acquired in part by Block 194.04 Lot 25 and Block 194.04 Lot 27,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of Hazlet Township, the Tax Collector is hereby authorized to cancel any assessed property taxes due February 1, 2015 and May 1, 2015, along with any preliminary 2016 assessed property taxes for Block 194.04 Lot 26,

BE IT RESOLVED, that a copy of this Resolution be forwarded to the Tax Collector, Tax Assessor and the Chief Financial Officer.

CERTIFICATION

I, MARY L. LYNCH, Deputy 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 7th day of July, 2015.

_____
Mary L. Lynch
Deputy Municipal Clerk

RESOLUTION

WHEREAS, the Hazlet Swim and Tennis Club of the Township of Hazlet, in the County of Monmouth, State of New Jersey, collected monies associated with a seasonal pool membership; and

WHEREAS, said monies have been received from the following and were deposited into the Swim Pool Operating Fund under Membership Fees and Swim Lessons; and

WHEREAS, due to medical circumstances, Jonathan and Donna DiGiovanni will be unable to utilize the membership for the 2015 season;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee that the Chief Financial Officer be authorized to return such fees; and

BE IT FURTHER RESOLVED that the Municipal Clerk forward a certified copy of this resolution to the applicant and to the Finance Office.

APPLICANT	AMOUNT OF REFUND
Jonathan and Donna DiGiovanni 43 Tanglewood Rd. Middletown, NJ 07758	$737.00

CERTIFICATION

I, MARY L. LYNCH, Deputy 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 7th day of July, 2015.

_____

Mary L. Lynch
Deputy Municipal Clerk

RESOLUTION

WHEREAS, the Hazlet Swim and Tennis Club of the Township of Hazlet, in the County of Monmouth, State of New Jersey, collected monies associated with a seasonal pool membership; and

WHEREAS, said monies have been received from the following and were deposited into the Swim Pool Operating Fund under Membership Fees; and

WHEREAS, due to medical circumstances, Dominick Malaspine will be unable to utilize the membership for the 2015 season;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee that the Chief Financial Officer be authorized to return such fees; and

BE IT FURTHER RESOLVED that the Municipal Clerk forward a certified copy of this resolution to the applicant and to the Finance Office.

APPLICANT	AMOUNT OF REFUND
Dominick Malaspine 13 Clover Drive Hazlet, NJ 07730	$117.00

CERTIFICATION

I, MARY L. LYNCH, Deputy 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 7th day of July, 2015.

_____

Mary L. Lynch
Deputy Municipal Clerk

RESOLUTION

WHEREAS, the Hazlet Swim and Tennis Club of the Township of Hazlet, in the County of Monmouth, State of New Jersey, collected monies associated with a seasonal pool membership; and

WHEREAS, said monies have been received from the following and were deposited into the Swim Pool Operating Fund under Membership Fees; and

WHEREAS, due to medical circumstances, Thomas and Joann Latin will be unable to utilize the membership for the 2015 season;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee that the Chief Financial Officer be authorized to return such fees; and

BE IT FURTHER RESOLVED that the Municipal Clerk forward a certified copy of this resolution to the applicant and to the Finance Office.

APPLICANT	AMOUNT OF REFUND
Thomas and Joann Latin 10 Voorhees Ct. Middletown, NJ 07758	$234.00

CERTIFICATION

I, MARY L. LYNCH, Deputy 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 7th day of July, 2015.

_____

Mary L. Lynch
Deputy Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that Frank Littriello has obtained is CDL License; and

BE IT FURTHER RESOLVED that he be compensated at an annual salary of $35,901.47 prorated retroactive to and including June 19, 2015; and

BE IT FURTHER RESOLVED that the Certifying Agent file the necessary paperwork with the Department of Personnel.

CERTIFICATION

I, MARY L. LYNCH, Deputy 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 7th day of July, 2015.

_____

Mary L. Lynch
Deputy Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that CME Associates be and they are hereby authorized to perform Professional Engineering Services for Improvements to Sycamore Drive and West Jack Street, 2015 Community Development Block Grant project, in an amount not to exceed $35,000.00.

CERTIFICATION

I, MARY L. LYNCH, Deputy 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 7th day of July, 2015.

_____
Mary L. Lynch
Deputy Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that CME Associates be and they are hereby authorized to perform Professional Engineering Services for the Improvements to Laurel Avenue Phase III in an amount not to exceed $85,500.00.

CERTIFICATION

I, MARY L. LYNCH, Deputy 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 7th day of July, 2015.

_____
Mary L. Lynch
Deputy Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that CME Associates be and they are hereby authorized to perform Professional Engineering and Environmental Services for Natco Lake Trail Design and NJDEP Land Use Permitting in an amount not to exceed $27,000.00.

CERTIFICATION

I, MARY L. LYNCH, Deputy 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 7th day of July, 2015.

_____
Mary L. Lynch
Deputy Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that Ken Lind is hereby appointed as a Provisional Sewer Repairer Supervisor in the Department of Public Works; and

BE IT FURTHER RESOLVED that he be given a salary increase of $5,000.00 for the new title retroactive to and including July 1, 2015 prorated; and

BE IT FURTHER RESOLVED that the Certifying Agent forward the necessary paperwork to the Department of Personnel.

CERTIFICATION

I, MARY L. LYNCH, Deputy 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 7th day of July, 2015.

_____

Mary L. Lynch
Deputy Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that Ed Huber be and he is hereby authorized to work no more than 28 hours per week.

CERTIFICATION

I, MARY L. LYNCH Deputy 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 7th day of July, 2015.

_____
Mary L. Lynch
Deputy Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that the following named employees be and they are hereby appointed to the Hazlet Swim & Tennis Club for the 2015 season:

NAME/TITLE	SALARY
Joseph Carlo – Lifeguard	$8.38/hr.
John Sbtuinski – Lifeguard	$8.38/hr.
Emily Zhu – Lifeguard	$8.38/hr.
Laura Cantazao – Lifeguard	$8.38/hr.
Stephanie Savoia – Counselor	$8.38/hr.

CERTIFICATION

I, MARY L. LYNCH, Deputy 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 7th day of July, 2015.

_____
Mary L. Lynch
Deputy Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that Alex DelBuono is hereby appointed as a temporary, part time, seasonal employee in the Department of Public Works; and

BE IT FURTHER RESOLVED that he be compensated at the rate of $12.00 per hour retroactive to and including June 30, 2015.

CERTIFICATION

I, MARY L. LYNCH, Deputy 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 7th day of July, 2015.

_____

Mary L. Lynch
Deputy Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that Jason Emmino is hereby appointed as a temporary, part time, seasonal employee in the Department of Public Works; and

BE IT FURTHER RESOLVED that he be compensated at the rate of $12.00 per hour retroactive to and including July 1, 2015.

CERTIFICATION

I, MARY L. LYNCH, Deputy 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 7th day of July, 2015.

_____

Mary L. Lynch
Deputy Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that Conor Galvin is hereby appointed as a temporary, part time, seasonal employee in the Department of Public Works; and

BE IT FURTHER RESOLVED that he be compensated at the rate of $12.00 per hour retroactive to and including July 6, 2015.

CERTIFICATION

I, MARY L. LYNCH, Deputy 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 7th day of July, 2015.

_____

Mary L. Lynch
Deputy Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that Matthew Zank is hereby appointed as a temporary, part time, seasonal employee in the Department of Public Works; and

BE IT FURTHER RESOLVED that he be compensated at the rate of $12.00 per hour retroactive to and including June 30, 2015.

CERTIFICATION

I, MARY L. LYNCH, Deputy 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 7th day of July, 2015.

_____

Mary L. Lynch
Deputy Municipal Clerk