



**Township of Ocean**

Monmouth County

399 Monmouth Road  
Oakhurst NJ 07755-1589

Marianne Wilensky  
Director of Community  
Development

732-531-5000 X 3350  
FAX 732-531-7696

**Extension  
for  
Subdivision  
Approvals**

**Planning Board**

**Township of Ocean**

**Board of Adjustment**

\*\*\* Office Use Only \*\*\*

Building Department \_\_\_\_\_

Crime Prevention \_\_\_\_\_

Board Engineer \_\_\_\_\_

Environmental Commission \_\_\_\_\_

Traffic Safety \_\_\_\_\_

Fire Marshal \_\_\_\_\_

Township Planner \_\_\_\_\_

Public Works Department \_\_\_\_\_

Tax Assessor \_\_\_\_\_

Code Enforcement \_\_\_\_\_

Deal Lake Commission \_\_\_\_\_

Please review and return to my office by:

\_\_\_\_\_

Marianne Wilensky

Licensed Professional Engineer and/or Land Surveyor preparing the sketch Plat:

Applicant \_\_\_\_\_

Address \_\_\_\_\_

Daytime telephone \_\_\_\_\_ Fax Number \_\_\_\_\_

Email Address: \_\_\_\_\_

Owner's name/address if other than applicant:

Attorney \_\_\_\_\_  
Representing \_\_\_\_\_  
Applicant: \_\_\_\_\_

Phone \_\_\_\_\_ FAX \_\_\_\_\_

Atty Email: \_\_\_\_\_

**Contact Telephone:** \_\_\_\_\_

**If other than occupant, PLEASE PRINT NAME OF CONTACT PERSON**

**ZONING VARIANCE Hardship:** Addendum #1 \_\_\_\_\_ **Use:** Addendum #1 \_\_\_\_\_

**CONDITONAL USE** Addendum #2 \_\_\_\_\_

**SITE PLAN**

**SUBDIVISION**

Preliminary Addendum #3 \_\_\_\_\_

Final Addendum #3 \_\_\_\_\_

Minor Addendum #3 \_\_\_\_\_

Amended Addendum #3 \_\_\_\_\_

Extension Addendum #3 \_\_\_\_\_

Minor Addendum #4 \_\_\_\_\_

Preliminary Addendum #4 \_\_\_\_\_

Final Addendum #4 \_\_\_\_\_

Amended Addendum #4 \_\_\_\_\_

Extension Addendum #4 \_\_\_\_\_

**CERTIFICATION OF USE** \_\_\_\_\_

**CONCEPTUAL REVIEW** Addendum #4 \_\_\_\_\_

**MINOR SITE PLAN SUBCOMMITTEE REVIEW** Addendum #3 \_\_\_\_\_ Addendum #5 \_\_\_\_\_

Address of Property \_\_\_\_\_

Block \_\_\_\_\_ Lot(s) \_\_\_\_\_

Is this property: Sewered \_\_\_\_\_ or Septic \_\_\_\_\_

Description of request: \_\_\_\_\_  
\_\_\_\_\_

**Applicant's Signature** \_\_\_\_\_ Date \_\_\_\_\_

**OWNERSHIP CERTIFICATION**

I (we) do hereby certify that the undersigned is the owner(s) of the property named in the above application and is aware of the application involving this property.

County of Monmouth  
State of New Jersey

Notary Seal

**Signature(s) of owner(s) of Property** \_\_\_\_\_

Sworn and subscribed before me on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

Signature of Notary

**ADDENDUM #4**

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**A. SKETCH PLAT**

1. Area of the entire tract: \_\_\_\_\_ (s.f.) Number of proposed lots: \_\_\_\_\_
  2. Are all lots conforming? Yes \_\_\_\_\_ No \_\_\_\_\_ If not, indicate how many and their sizes: \_\_\_\_\_
  3. Indicate: Intention to sell the lots only \_\_\_\_\_ or construct houses for sale \_\_\_\_\_  
Specify other development plans \_\_\_\_\_
  4. Location of nearest sanitary sewer: \_\_\_\_\_
  5. Location of nearest public water supply: \_\_\_\_\_
  6. Type of existing surface of the street: \_\_\_\_\_
  7. Does the subdivision abut or affect any County, State, or Federal highways, properties, or facilities? No \_\_\_\_\_ If Yes, describe: \_\_\_\_\_
  8. Are new streets, extension of Municipal facilities or utilities involved in this subdivision?  
Yes \_\_\_\_\_ No \_\_\_\_\_
  9. Are any other variances involved in this subdivision: Yes \_\_\_\_\_ No \_\_\_\_\_
  10. Are easements or special covenants by deed involved: Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, attach a copy.
  11. Are drainage ditches, streams, or other water courses involved in this subdivision?  
Yes \_\_\_\_\_ No \_\_\_\_\_
  12. Have all real estate taxes been paid as of this date? Yes \_\_\_\_\_ No \_\_\_\_\_  
(If classified as a minor, this becomes a minor subdivision application)
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**B. PRELIMINARY:** In addition to the above information, please provide the following:

1. List of proposed improvements and utilities and intentions to install or post performance guarantee prior to final approval:  
Improvement: \_\_\_\_\_ Intention: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  2. Give any other information you desire to submit to the Board: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 

**C. FINAL:** In addition to the above information, provide the following:

1. Number of lots granted on preliminary approval \_\_\_\_\_
  2. Number of lots requested for final approval \_\_\_\_\_
  3. Date of preliminary approval: \_\_\_\_\_
  4. Are variances, easements or special covenants by deed involved in this subdivision? \_\_\_\_\_
  5. Has the fee been submitted to the Municipal Agency Yes \_\_\_\_\_ No \_\_\_\_\_
  6. Have the new Block and Lot numbers been approved by the Tax Assessor? \_\_\_\_\_
  7. List any changes between the preliminary plat and the final map. (Any change in intention of use should also be indicated.) \_\_\_\_\_  
\_\_\_\_\_
  8. Have all conditions of tentative approval of the preliminary plat been complied with? \_\_\_\_\_  
If not, state conditions and when compliance will be met: \_\_\_\_\_  
\_\_\_\_\_
  9. Have all required improvements been completed and so certified by the Township Engineer?  
If not, indicate below:

Improvement	Estimated Completion Date	By Whom	Performance Guarantee
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
  10. Estimated cost of installation as approved by Municipal Engineer: \$ \_\_\_\_\_
  11. Amount of bond, check, or other surety: \$ \_\_\_\_\_
  12. Has an agreement for construction of Municipal improvements been signed? \_\_\_\_\_
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**Township of Ocean**  
Planning Board / Board of Adjustment

**ADDENDUM #5**  
For  
Site Plan or Subdivision Approval

APPLICATION BY CORPORATION OR PARTNERSHIP

**OWNERSHIP DISCLOSURE**

A corporation or partnership applying to a Planning Board or Board of Adjustment or the Governing Body or a Municipality for permission to subdivide a parcel of land into six (6) or more lots or applying for a variance to construct a multiple dwelling of 25 or more family units, or for approval of a site to be used for commercial purposes, shall list the names and addresses of all stockholders or individual partners owning at least 10% of its stock of any class, or at least 10% of the interest in the partnership, as the case may be.

Both Boards respectfully request that all applicants submit a complete list of ownership for purposes of determining conflicts of interest between the applicant and the Board Members or their professionals.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
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11. \_\_\_\_\_
12. \_\_\_\_\_
13. \_\_\_\_\_
14. \_\_\_\_\_
15. \_\_\_\_\_
16. \_\_\_\_\_
17. \_\_\_\_\_
18. \_\_\_\_\_
19. \_\_\_\_\_
20. \_\_\_\_\_
21. \_\_\_\_\_
22. \_\_\_\_\_
23. \_\_\_\_\_
24. \_\_\_\_\_

**SITE PLAN****Preliminary****Final**

<u>Acres</u>		<u>Per Acre</u>	<u>Acres</u>		<u>Per Acre</u>
0-2	\$ 1,000.00		0-2	\$ 500.00	
2-10	\$1,800 plus	\$500.00	2-10	\$ 700 plus	\$200.00
10-25	5,000 plus	300.00	10-25	1,700 plus	100.00
25-100	8,000 plus	200.00	25-100	2,800 plus	75.00
100 & up	\$15,500 plus	100.00	100 & up	\$6,600 plus	50.00

<b><u>AMENDED SITE PLAN</u></b>	\$ 850.00	<b><u>MINOR SITE PLAN SUBCOMMITTEE</u></b>	\$500.00
<b><u>MINOR SITE PLAN</u></b>	\$1,000.00	<b><u>EXTENSION OF SITE PLAN APPROVAL</u></b> (NJS 40:55D-52)	\$500.00

**TRASH AND RECYCLABLE MATERIALS STORAGE AREA:** \$150.00

**FLAG LOCATION PLAN:** \$150.00

**ADMINISTRATIVE APPROVALS FOR FAÇADE CHANGES AND ROOF:** \$150.00

**WAIVER:** The site plan fee may be waived by the Township Council by resolution upon application by non-profit corporations devoted to recreational purposes under Title 15 of the Revised General Statutes of New Jersey and applications by the Fire Districts and Sewerage Authority within the Township of Ocean.

**SUBDIVISIONS**

<b><u>CLASSIFICATION</u></b> (Required on all Subdivisions)	\$100.00
<b><u>MINOR</u></b> (2 to 4 lots)	\$500 plus \$100 per lot
<b><u>MAJOR</u></b> Preliminary	\$350 plus \$100 per lot
Final	\$150 plus \$50.00 per lot
<b><u>AMENDED SUBDIVISION</u></b>	\$850.00

**c. Variances and Appeals**

40:55D-68	Certification of Use	\$500.00
40:55D-70a	Appeals	500.00
40:55D-70b	Interpretations	500.00
40:55D-20c	Hardship: Single Family Residential	200.00
	All others	500.00
40:55D-70d	Use Single family residential, per unit	275.00
	Multi-family residential / Townhouse	200.00
	Commercial and Industrial	1,500.00
	All others	1,500.00
d. Conditional Uses		500.00
e. Official Map Appeals		300.00
f. Appeals to Governing Body		300.00
g. <b><u>CERTIFIED LIST OF PROPERTY OWNERS</u></b>		\$10.00

h. Whenever an application for development shall include more than one request or action, the total accumulated fees of each separate action shall be charged.

i. **Professional Review Fees:** The Municipal Agency may require the payment of fees into an escrow account for the purpose of reimbursing the Township for direct fees, costs, charges, and expenses of professional consultants retained by or on behalf of the Township, its Boards, or agencies and employees and staff of the Township, its boards or agencies in reviewing and testifying and/or assisting the Township in the processing of applications pursuant to the ordinances of the Township and/or assisting the Township in the evaluation, planning, and proper design of municipal services and facilities in order to meet the needs of the proposed project. Such escrow account will be based upon the following schedules:

<u>SITE PLAN</u>		<u>ESCROW FEES</u>	<u>SUBDIVISION</u>	
<u>ACRE</u>	<u>Initial Escrow Fee</u>		<u>Initial Escrow Fee</u>	
0-2	\$ 2,500.00	Minor (2 to 4 lots)	\$2,500.00	
2-10	4,000.00	Major (5 to 12 lots)	3,000.00	
10-25	6,000.00	(13 to 24 lots)	4,000.00	
25-100	10,000.00	(25 to 50 lots)	5,000.00	
100 & up	\$15,000.00	(51 and up)	10,000.00	
		<b><u>AMENDED SUBDIVISION</u></b>	\$1,500.00	
	<b>MINOR SITE PLAN</b>		\$2,000.00	
	<b>AMENDED SITE PLAN</b>		1,500.00	
	<b>MINOR SITE PLAN SUBCOMMITTEE REVIEW</b>		500.00	
	<b>EXTENSION OF SITE PLAN APPROVAL</b>		1,000.00	
	<b>USE VARIANCE</b>		2,000.00	
	<b>CERTIFICATION OF USE</b>		1,000.00	
	<b>BULK VARIANCES / NON-RESIDENTIAL</b>		1,000.00	
	<b>APPEALS</b>		1,000.00	
	<b>INTERPRETATIONS</b>		1,000.00	

No professional reviews will be undertaken until the escrow has been established. If, in the judgement of the Planning Board or Board of Adjustment, additional funds are required after 75% of the original escrow account has been exhausted, these monies shall be paid to the appropriate account or accounts.

j. Inspection fees (Refer to ordinance)

k. **Special Meetings for the Planning Board or Board of Adjustment** If the Board of Adjustment or Planning Board is requested to, and decided to hear an application at one or more special meetings, the applicant(s) shall pay an additional two thousand (**\$2,500.00**) five hundred dollars for each special meeting at which the matter is heard.

l. **Conceptual Review** At the request of a developer, the Planning Board shall grant an informal review of a concept plan for development for which the developer intends to prepare and submit an application for development. The fees for such an informal review are:

Application Fee - \$150.00

Escrow for Professional Review - \$250.00

The amount of any fees for such an informal review shall be a credit toward fees for review of the application for development if applied for within 180 days of such an informal review.