WASHINGTON TOWNSHIP PLANNING BOARD
SUBDIVISION APPLICATION FORM
PART A - GENERAL INFORMATION
(Required For All Subdivisions)

Fee Paid $__________ Date Received __________
Deposit Paid$__________ Date Received __________

1. Date of Application: ______________________

2. Type of Application: (check applicable items)
   ___ Minor Subdivision  ___ Sketch Plat
   ___ Lot Line Adjustment  ___ Preliminary Subdivision
   ___ Time Extension  ___ Final Subdivision
   ___ Resolution Amendment ___ Variance
   ___ Concept Plan ___ Other

3. Applicant's name, address, phone number and E-mail address:
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________

4. Present owner's name, address, phone number and E-mail address:
   __________________________________________________________
   __________________________________________________________

5. Attorney's name, address, phone number and E-mail address (if applicable):
   __________________________________________________________
   __________________________________________________________

6. Location of Subdivision:
   Street __________________ Block _________ Lot _________ Zone _________

7. Area of tract to be subdivided: _______ Acres

8. Total number of lots in subdivision _______
   Number of proposed flag lots ________________

9. Are there any recorded restrictions that apply to the land to be subdivided which are not shown on the plat?
   Yes ______ No _______

10. Development plans: (check one)
    ___ Sell lots only ______ Construct home(s) for sale
    ___ Other (specify)____________________________
11. Has this tract been involved in a prior application before the Planning Board or Board of Adjustment? Yes ____ No ___
   If yes, name of Board __________ Date _______________
   Type of application ________________________________
   Action taken ________________________________

12. Name, address, E-mail address, phone number and title of person preparing the plan:
   __________________________________________________
   __________________________________________________
   __________________________________________________

13. I hereby certify that the above information is correct to the best of my knowledge.

                          ________________
                          Applicant's Signature

FORM LS-A July 2005
WASHINGTON TOWNSHIP PLANNING BOARD
SUBDIVISION APPLICATION FORM
PART B - MINOR APPROVAL CHECKLIST
(Required Only For Minor Subdivisions)

Applicant’s Name ________________________________________________

Indicate (Y) or (N) for compliance with Checklist Items

**ITEMS REQUIRED FOR A COMPLETE APPLICATION**

1. _____ Fifteen folded prints of plat and accompanying documents showing all information required by Chapter 175, Subdivision of Land, §§ 175-24, 175-25 and 175-26.
2. _____ Six completed applications (Parts A, B and C).
3. _____ Payment of administrative fee and review deposits.
4. _____ Payment of property taxes. Property taxes paid through __________, 20 ____. Signed ___________________________ Tax Collector
5. ____ If applicant is not owner, submit letter from owner authorizing submission of plan.
6. ____ If waiver of Chapter 175, Subdivision and Land Development, § 175-43, regarding road improvements is requested, submit a statement by engineer/surveyor of reasons for such request.
7. ____ For each proposed flag lot(s), submit the necessary documents demonstrating compliance with Chapter 217, Zoning, § 217-37.
8. ____ For subdivisions creating flag lots, upon selection of a public hearing date, notice must be sent to those property owners on the same side of street within twice the zone lot width from proposed flag lot access strips.
9. ____ Delineation of and classification of wetlands as defined in N.J.A.C. 7:7A-2.5 on the tract and within 150 feet of tract by a wetlands expert and statement of expert’s qualifications and:
   a. _____ Written statement by said wetlands expert that no wetlands exist on the tract nor within 150 feet of the tract; or
   b. _____ Addition of wetlands delineation and transition zones on plat and conservation easements for wetlands/transition zones, plus letter by said wetlands expert confirming wetlands/transition zones, plus copy of letter from Natural Heritage Program indicating presence or absence of threatened and/or endangered species on the site; or
   c. _____ Request for waiver of wetlands delineation where wetlands are in a remote and unaffected portion of the tract.
10. ____ Soil disturbance application. Compliance with Chapter 164, Soil Removal, § 164-12, Fees.
11. ____ Letter from Township Engineer stating that plat complies with ordinance requirements and all information required by ordinance to accompany plat has been received.
12. ____ Driveway opening permit(s). Applications from the Department of Public Works (908 876-3382).
13. ____ Submission of completed Washington Township Highlands Information Questionnaire
14. ____ For any application that falls within the definition of “Major Highlands Development” as defined by the Highlands Water Protection and Preservation Act and does not fall within any of the exemptions provided in the Act, a Highlands Preservation Area Approval must be obtained

**PRIOR TO SCHEDULING A HEARING DATE:**

15. ____ Property corners must be clearly marked by the applicant prior to site inspection by Minor Subdivision Committee. Appointment with the Minor Subdivision Committee for a site inspection must be arranged by the applicant after submission of the application.

FORM LS-B1  July 2005
WASHINGTON TOWNSHIP PLANNING BOARD
SUBDIVISION APPLICATION FORM
PART C - STATEMENT ON VARIANCES/WAIVERS
(Required for Minor and Preliminary Subdivisions)

Applicant's Name __________________________________________

VARIANCES FROM ZONING ORDINANCE REQUIREMENTS (Chapter 217)
_______ None required.
_______ Variances required as listed below:

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WAIVERS FROM LAND SUBDIVISION ORDINANCE REQUIREMENTS (Chapter 444)
_______ None required
_______ Waivers requested as follows:

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WAIVERS AND/OR DE MINIMIS EXCEPTIONS FROM RESIDENTIAL SITE IMPROVEMENT REQUIREMENTS
_______ None required
_______ Waivers / DeMinimis Exceptions requested as follows:

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LIST OF APPROVALS REQUIRED FROM FEDERAL AND STATE AGENCIES:
_______ None Required
_______ As listed below

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Engineer's/Surveyor's Certification:  I,_____________________________, hereby certify that I have read Chapters 175 and 217 of the Township ordinances and that the plat and accompanying documents were prepared under my supervision and
comply with said chapters, except for the above waivers and/or variances.

Signed by: ______________________________
Title: ______________________________

SEAL __________________________
License Number: __________________________

Address: ______________________________
Phone Number: __________________________
Date: ______________________________

FORM LS-C July 2005