



TOWNSHIP OF MANALAPAN

Department of Planning & Zoning
120 Route 522, Lower Level
Manalapan, NJ 07726
Fax: 732-446-0134

Phone: 732-446-8367
Phone: 732-446-8350
Web: www.mtnj.org

MINOR ACCESSORY IMPROVEMENT APPLICATION (SUBMIT TOTAL OF THREE (3) COPIES)

A SUPPORTING SITE PLAN OR CONCEPT PLAN MUST BE DRAWN TO SCALE OF NOT LESS THAN 1" = 50' AND FILED WITH THE ADMINISTRATIVE OFFICER. THREE (3) COPIES OF FULL SIZED PLANS ARE REQUIRED, ALONG, WHEN APPLICABLE, THREE (3) COPIES OF EACH SUPPORTING DOCUMENTS ARE REQUIRED.

OFFICE USE ONLY	
[] Planning Board	[] Zoning Board of Adjustment APPLICATION No. _____
First Submission Date _____	Complete/Incomplete Date _____
Resubmission Date _____	Complete/Incomplete Date(s) _____

Block(s) _____ Lot(s) _____
Site Address: _____
Zone: _____

I. APPLICATION REQUEST

a. The applicant is hereby requesting an application for the following (check all that apply):

- Minor Accessory Improvement
- Concept Plan

II. RESPONSIBLE PARTIES

1. APPLICANT

Name: _____
Street Address: _____
City, State: _____ Zip Code: _____
Telephone No: _____ Fax No: _____
E-Mail: _____

2. PROPERTY OWNER (if other than Applicant)

Name: _____
Street Address: _____
City, State: _____ Zip Code: _____
Telephone No: _____ Fax No: _____
E-Mail: _____

3. APPLICANT'S ATTORNEY (if applicable)

Name: _____

Street Address: _____

City, State: _____ Zip Code: _____

Telephone No: _____ Fax No: _____

E-Mail: _____

4. APPLICANT'S ENGINEER/LAND SURVEYOR

Name: _____

Street Address: _____

City, State: _____ Zip Code: _____

Telephone No: _____ Fax No: _____

E-Mail: _____

5. APPLICANT'S ARCHITECT

Name: _____

Street Address: _____

City, State: _____ Zip Code: _____

Telephone No: _____ Fax No: _____

E-Mail: _____

6. APPLICANT'S PLANNER

Name: _____

Street Address: _____

City, State: _____ Zip Code: _____

Telephone No: _____ Fax No: _____

E-Mail: _____

III. PROJECT SITE

a. Size of tract for which approval is requested: _____

b. Does site abut a State or Country Road? _____

c. Existing Condition (vacant, wooded, etc.?) _____

IV. OVERVIEW OF PROPOSED FACILITIES

YES NO N/A

a. Streets:

i. All lots served by an existing street: II II II

ii. Existing streets will be widened: II II II

iii. New streets will be constructed: II II II

b. Water systems:

i. Existing public water service available to tract: II II II

ii. Public water service will be extended to tract: II II II

iii. Potable wells will be drilled or other method: II II II

- c. Sewerage Systems:
 - i. Existing public sewerage treatment is available: II II II
 - ii. Off-tract sewerage treatment will be extended to tract: II II II
 - iii. Septic system will be constructed or other method: II II II

- d. Miscellaneous:
 - i. Will all utilities be located underground (incl. electric): II II II
 - ii. Will any easements be required for the tract: II II II
 - iii. Are any streams located within the tract: II II II
 - if so, is there a valid NJDEP Flood Hazard Verification: II II II
 - iv. Are any wetlands located within the tract: II II II
 - if so, is there a valid NJDEP Letter of Interpretation: II II II
 - v. Is there an Active Recreation aspect of the project: II II II
 - vi. Is there an Open Space aspect for the project: II II II

V. LIST OF MAPS, REPORTS AND OTHER MATERIAL ACCOMANY APPLICATION

No.	Descriptions of items	Date

VI. Outside Agency Approvals (indicate: n/a, required, pending or received)

- a. Monmouth County Planning Board: _____
- b. New Jersey Department of Transportation: _____
- c. Freehold Soil Conservation District: _____
- d. New Jersey Department of Environmental Protection: _____
- e. Manalapan Township Health Department: _____
- f. Gordon's Corner Water Company: _____
- g. Manalapan Township Water Franchise: _____
- h. Western Monmouth Utility Authority: _____
- i. Manalapan Township Environmental Commission: _____
- j. Manalapan Township Health Department: _____
- k. Manalapan Fire Prevention: _____
- l. Manalapan Tax Office: _____

Forward copies of all approvals received to the board having jurisdiction of the application.

VII. CONSENT FOR SITE REVIEW

- a. The applicant and owner realize that as part of the of its application, that the Township may determine it necessary or advisable to visit the subject premises for the purposes of performing a site inspection and review. The applicant and owner do hereby give permission to any member of the Township of Manalapan’s Township employee or officer to enter the subject premises for the purpose of performing a site inspection and review.

_____ Owner Initials _____ Date _____ Applicant Initial _____ Date

VIII. AFFIDAVIT OF APPLICANT

STATE OF NEW JERSEY
 COUNTY OF _____

I, _____, of full age, being duly sworn according to law, on oath deposes and says that all of the above statements and the statements contained in the papers submitted herewith are true.

Sworn and Subscribed to
 before me this _____ day
 of _____, 20____.

_____ Applicant's Signature

 Notary Public

IX. AFFIDAVIT OF OWNERSHIP & STATEMENT OF THE LANDOWNER

STATE OF NEW JERSEY
 COUNTY OF _____

- a. I hereby certify that I am the Owner of Record of the site depicted and that I concur with the plans presented to the Planning Board/ Zoning Board of Adjustment.
- b. Application is made with my complete understanding and permission in accordance with the agreement of purchase or other option entered into between me and the applicant.
- c. Permission is here by granted to: _____,
 otherwise known as the Applicant, to submit the proposed development plans on my behalf as the:
 (Tenant or Contract Purchaser):

Sworn and Subscribed to
 before me this _____ day
 of _____, 20____.

_____ Owner's Signature

 Notary Public

X. STATEMENT OF OWNERSHIP

CORPORATIONS OR PARTNERSHIPS
CHAPTER 336 LAWS OF 1977

An Act requiring corporations* and partnerships* applying for certain subdivisions and variances to disclose all owners of 10% or more of their stock* or in the case of a partnership, owning a 10% or greater interest therein*, and providing penalties for the violation thereof.

BE IT ENACTED BY THE Senate and General Assembly of the State of New Jersey:

1. A corporation* or partnership* applying to a Planning Board or a Board of Adjustment or to the governing body of a municipality for permission to subdivide a parcel of land into six 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*.
2. If a corporation* or partnership* owns 10% or more of the stock of a corporation*, or 10% or greater interest in a partnership*, subject to disclose pursuant to Section 1 of this act, that corporation* or partnership* shall list the names and addresses of its stockholders holding 10% or more of its stock* or of 10% or greater interest in the partnership, as the case may be,* and this requirement shall be followed by every corporate stockholder* or partner in a partnership*, until the names and addresses of the non-corporate stockholders* and individual partners, exceeding the 10% ownership criterion established in this act,* have been listed.
3. No Planning Board, Board of Adjustment or municipal governing body shall approve the application of any corporation* or partnership* which does not comply with this act.
4. Any corporation* or partnership* which conceals the names of the stockholders owning 10% or more of its stock*, or of the individual partners owning a 10% or greater interest in the partnership, as the case may be,* shall be subject to a fine of \$1,000.00 to \$10,000.00 which shall be recovered in the name of the municipality in any court of record in the State in a summary manner pursuant to "The Penalty Enforcement Law" (N.J.S. PA:58-1 et seq.)
5. This act shall take effect immediately.

NAME	ADDRESS	NUMBER OF SHARES	PERCENTAGE OF STOCK OR PARTNERSHIP

*If one or more of the aforementioned stockholders or partners is, in itself a corporation or partnership, then the names and addresses of the stockholders or partners owning at least 10% or more of the latter corporation or partnership must likewise be listed.

NAME	ADDRESS	NUMBER OF SHARES	PERCENTAGE OF STOCK OR PARTNERSHIP

DATE

APPLICANT

XI. POLITICAL CONTRIBUTION DISCLOSURE STATEMENT

The following list specifies the amount, date and the recipient of any and all contributions made to or on behalf of any candidate, candidate committee, joint candidates committee, political committee, continuing political committee or political party committee of, or pertaining to, this municipality, made up to one year prior to filing the variance application and/or during the pendency of the application process and required to be reported pursuant to N.J.S.A. 19:44A-1 et seq.:

Date of Contribution	Recipient of Contribution	Amount of Contribution
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

This list must be submitted in accordance with Section 95-12.2 of the Code of the Township of Manalapan. Please provide any additional contribution information on a separate sheet of paper. If no contributions have been made, please write “**No Contributions Made**”.

Name of Contributor

◆—————◆
CERTIFICATION

I hereby certify that the above statements made by me are true. I am aware that if any of the above statements made by me are willfully false, I am subject to punishment.

Date: _____

Signature: _____