

Date submitted: \_\_\_\_\_

Date deemed complete: \_\_\_\_\_

Meeting date: \_\_\_\_\_

**Buena Vista Township  
Comprehensive Application Form**

**1. Applicant:**

Name: \_\_\_\_\_

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

Telephone #: \_\_\_\_\_ Corporation \_\_\_\_\_ Partnership \_\_\_\_\_ Individual \_\_\_\_\_

**2. Subject Property:**

Location: \_\_\_\_\_ Block \_\_\_\_\_ Lot (s) \_\_\_\_\_

Dimensions: Frontage \_\_\_\_\_ Depth \_\_\_\_\_ Total Area \_\_\_\_\_

Zoned \_\_\_\_\_ Pinelands \_\_\_\_\_ Non-Pinelands \_\_\_\_\_ Wetlands \_\_\_\_\_

**3. If Owner is Other Than Applicant:**

Name: \_\_\_\_\_

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

Telephone #: \_\_\_\_\_

**4. Disclosure Statement:**

Pursuant to N.J. S.A. 40:55D-48-1, the names and addresses of all persons owning 10% of the stock in a corporate applicant or 10% interest in any partnership applicant must be disclosed. In accordance with N.J.S.A. 40:55D-48.2 that disclosure requirement applies to any corporation or partnership which owns more than 10% interest in the applicant follow up the chain of ownership until the names and addresses of the non-corporate stockholders and partners exceeding the 10% ownership criterion have been disclosed. (Forms are available upon request).

**5. Property Information:**

A. Restrictions, covenants, easements, associations by-laws, existing or proposed on the property: Yes (attach copies) \_\_\_\_\_ No \_\_\_\_\_ Proposed \_\_\_\_\_

**NOTE:** All of the above existing and proposed must be submitted for review and must be written in easily understandable English in order to be approved.

B. Present use of property: \_\_\_\_\_

**6. Applicant's Attorney: \_\_\_\_\_**

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

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

**7. Applicant's Engineer: \_\_\_\_\_**

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

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

**8. Applicant's Planning Consultant:** \_\_\_\_\_

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

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

**9. Applicant's Traffic Engineer:**

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

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

**10. List any other expert who will submit a report or will testify for the applicant:**

Name: \_\_\_\_\_

Field of expertise: \_\_\_\_\_

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

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Name: \_\_\_\_\_

Field of expertise: \_\_\_\_\_

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

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

**11. APPLICATION REPRESENTS A REQUEST FOR THE FOLLOWING:**

Informal Review:

New Submission \_\_\_\_\_

Re-submission \_\_\_\_\_

**Sub-Division:**

\_\_\_\_\_ Minor Subdivision Approval

\_\_\_\_\_ Major Subdivision Approval (Preliminary)

\_\_\_\_\_ Major Subdivision Approval (Final)

Number of lots to be created \_\_\_ ( including remainder lot)

Number of proposed dwelling units \_\_\_ (if applicable)

**Site Plan**

\_\_\_\_\_ Minor Site Plan Approval

\_\_\_\_\_ Preliminary Major Site Plan Approval (phases if applicable)

\_\_\_\_\_ Final Major Site Plan Approval (phases if applicable)

\_\_\_\_\_ Amendment of Revision to an Approved Site Plan

Area to be disturbed in square feet \_\_\_\_\_

\_\_\_\_\_ Request of Waiver from Site Plan Approval

Reason for Request of Waiver: \_\_\_\_\_

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### **Planned Development**

\_\_\_\_\_ Please specify in a supplemental submission, details of the request, including qualification of the project as a planned development.

### **Application for Extension of Approval**

\_\_\_\_\_ Applicants must fill out all other parts of this form. Where changes have occurred from the previous approval, a notation should be made and explained in a supplemental submission.

### **Relief:**

\_\_\_\_\_ Appeal decision of an Administrative Officer (N.J.S. 40:55D70a) Zoning Board of Adjustment Only)

\_\_\_\_\_ Map or Ordinance Interpretation of Special Question (N.J.S. 40:55D70b) Zoning Board of Adjustment Only)

\_\_\_\_\_ Variance Relief (hardship) (N.J.S. 40:55D70c (1)) Zoning Board of Adjustment Only)

\_\_\_\_\_ Variance Relief (substantial benefit) (N.J.S. 40:55D70c (2)) Zoning Board of Adjustment Only)

\_\_\_\_\_ Use Variance Relief (N.J.S. 40:55D70d) Zoning Board of Adjustment Only)

\_\_\_\_\_ Direct issuance of a permit for a structure in a bed of a mapped street, public drainage way, or a flood control basin (N.J.S. 40:55D34)

\_\_\_\_\_ Direct issuance of a permit for a lot lacking street frontage (N.J.S. 40:55D35)

12. Section (s) of Ordinance from which a variance is requested: \_\_\_\_\_

Applicant must attach a separate statement addressing any and all variances requested. Please include section of Buena Vista Land Management Code from which relief is requested.

13. Waivers Requested of Development Standard and/or Submission Requirements:  
 Applicant must attach a separate statement addressing any and all waivers requested.  
 Please include section of Buena Vista Land Management Code from which relief is requested.
14. Attach a copy of the Public Notice to appear in the Official newspaper of the municipality and to be mailed to the owners of all real property as shown on the current tax duplicate, located within 200 feet in all directions of the property that is the subject of this application. This notice must specify the sections of the ordinance from which relief is sought, if applicable.

**The publication and the service on the affected owners must be accomplished at least ten ( 10 ) prior to the date scheduled by the Administrative Officer for the hearing.**

An affidavit of service on all property owners and a proof of publication must be filed before the application will be completed and the hearing can proceed.

15. Explain in detail the exact nature of the application and the changes to be made at the premises, including the proposed use of the premises: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

16. Is public water line available - yes  no       Public sanitary sewer - yes  no

17. Does application propose a well and septic system - yes  no

18. Have any proposed new lots been reviewed with the Tax Assessor to determine appropriate lot and block numbers - yes  no

19. Are any off-track improvements required or proposed - yes  no

20. Is the subdivision to be filed by deed  or plat

21. What form of security does the applicant propose to provide as performance and maintenance guarantees \_\_\_\_\_

22. Other approvals which may be required and date plans submitted:

**Atlantic County**

Health Department    yes  no     Date: \_\_\_\_\_

Planning Board        yes  no  Date: \_\_\_\_\_

Soil Conservation    yes  no  Date: \_\_\_\_\_

**NJ Department of Environmental Protection**

Stream Encroachment Permit        yes  no  Date: \_\_\_\_\_

Footprint of Disturbance            yes  no  Date: \_\_\_\_\_

Potable Water Construction Permit    yes  no  Date: \_\_\_\_\_

**Pinelands Commission**            yes  no  Date: \_\_\_\_\_

    Certificate of Filing issued    yes  no  Date: \_\_\_\_\_

    Application No. \_\_\_\_\_

**NJ Department of Transportation**    yes  no  Date: \_\_\_\_\_

**Atlantic Electric**                    yes  no  Date: \_\_\_\_\_

**South Jersey Gas Company**        yes  no  Date: \_\_\_\_\_

**Suburban Cable**                    yes  no  Date: \_\_\_\_\_

23. Certification from the Tax Collector that all taxes due on the subject property have been paid.

24. List maps, reports, drainage calculations, traffic report, and other materials accompanying the application.

Quantity	Description of Item
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

25. **Certifications:**

I certify that the foregoing statements and the materials submitted are true. I further certify that I am the individual applicant or that I am the officer of the Corporate applicant and that I am authorized to sign the application for the Corporation or that I am a general partner of the partnership applicant.

{ If the applicant is a corporation this must be signed by an authorized corporate officer.

If the application is a partnership, this must be signed by a general partner. }

**Sworn to and described before me this**

\_\_\_\_\_ day of \_\_\_\_\_ , \_\_\_\_\_

\_\_\_\_\_  
**Notary Public**

\_\_\_\_\_  
**Signature of Owner**

26. I certify that I am the owner of the property which is the subject of the application, that I have authorized the applicant to make this application and that I agree to be bound by the application, the representing made and the decision in the same manner as if I were the applicant.

{ If the applicant is a corporation this must be signed by an authorized corporate officer.  
If the application is a partnership, this must be signed by a general partner. }

**Sworn to and described before me this**

\_\_\_\_\_ day of \_\_\_\_\_ , \_\_\_\_\_

\_\_\_\_\_  
**Notary Public**

\_\_\_\_\_  
**Signature of Applicant**

27. I understand that the sum of \$ \_\_\_\_\_ Has been deposited in an escrow account. In accordance with the ordinances of Buena Vista Township, I further understand that the escrow account is established to cover the costs of professional services including the engineer, planner, legal and other expenses associated with the review of submitted materials and publication of the decision and resolution. Sums not used in the review process shall be returned. If additional sums are deemed necessary, I understand that I will be notified of the required additional amount and shall add the sum to the escrow within 15 days.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner/Applicant

Form Completed By: \_\_\_\_\_

Title of Person Completing Form: \_\_\_\_\_

Date: \_\_\_\_\_