

**WAIVER OF SITE PLAN REVIEW  
SUBMISSION CHECKLIST**

- \_\_\_\_\_ Completed Application (10 copies)
- \_\_\_\_\_ Record Plan (10 copies)
- \_\_\_\_\_ Existing Conditions Plan (10 copies)
- \_\_\_\_\_ Architectural Record:
  - \_\_\_\_\_ Photographs of all Facades (10 copies)
  - \_\_\_\_\_ Copy of Township Assessor's Record Card (10 copies)
  - \_\_\_\_\_ Opinion letter (10 copies)
- \_\_\_\_\_ Escrow Agreement Form
- \_\_\_\_\_ Application Fee
- \_\_\_\_\_ Escrow Fee
- \_\_\_\_\_ Wastewater Review Fee
- \_\_\_\_\_ Certificate of Ownership
- \_\_\_\_\_ Recorded Property Deed

Applicant: \_\_\_\_\_

Property: \_\_\_\_\_

Escrow Number: \_\_\_\_\_

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

PLATE \_\_\_\_\_ BLOCK \_\_\_\_\_ LOT \_\_\_\_\_  
LOCATION OF PROPERTY \_\_\_\_\_

HARRISON TOWNSHIP, GLOUCESTER COUNTY, NJ  
LAND DEVELOPMENT APPLICATION

Please complete all sections of the application form and submit all items required by the Land Development Checklist for your application. If you are requesting a waiver for any item, you must submit written documentation in support of your waiver request. Any application that does not have all items submitted, or a waiver requested, will be deemed incomplete. N/A or Not Applicable is not an appropriate response.

Check all applicable boxes:

- |  |  |                                     |
|--|--|-------------------------------------|
| <input type="checkbox"/> New               | <input type="checkbox"/> Resubmission        | <input type="checkbox"/> Concept    |
| <input type="checkbox"/> Minor Subdivision | <input type="checkbox"/> Major Subdivision   |                                     |
| <input type="checkbox"/> Minor Site Plan   | <input type="checkbox"/> Major Site Plan     |                                     |
| <input type="checkbox"/> Site Plan Waiver  |  |                                     |
| <input type="checkbox"/> Preliminary       | <input type="checkbox"/> Amended Preliminary | <input type="checkbox"/> Final      |
| <input type="checkbox"/> Residential       | <input type="checkbox"/> Commercial          | <input type="checkbox"/> Industrial |

Other (please describe) \_\_\_\_\_

Zone Designation \_\_\_\_\_

Applicant's Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_ E-Mail Address \_\_\_\_\_

Applicant is a:  Corporation  Partnership  Individual

\* See Disclosure Statement included in the application packet.

Owner's Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_ E-Mail Address \_\_\_\_\_

All titled owners of the property must sign the application evidencing their consent to the application. Please attach a separate sheet for signatures, if necessary, and provide a copy of the current deed of ownership.

Attorney's Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_ E-Mail Address \_\_\_\_\_

PLATE \_\_\_\_\_ BLOCK \_\_\_\_\_ LOT \_\_\_\_\_  
LOCATION OF PROPERTY \_\_\_\_\_

**HARRISON TOWNSHIP, GLOUCESTER COUNTY, NJ  
LAND DEVELOPMENT APPLICATION**

Engineer's Name \_\_\_\_\_  
Address \_\_\_\_\_

Phone Number \_\_\_\_\_ E-Mail Address \_\_\_\_\_

For Site Plans:

Commercial       Industrial       Other

Land to be developed \_\_\_\_\_ acres

Building size \_\_\_\_\_ # parking spaces \_\_\_\_\_

Proposed use \_\_\_\_\_

For Residential:

Area of entire tract \_\_\_\_\_ acres

Portion to be subdivided \_\_\_\_\_

# of lots created \_\_\_\_\_ # of units planned \_\_\_\_\_

Proposed use \_\_\_\_\_

Does the application require any variances? \_\_\_\_\_

Does the application require any conditional uses? \_\_\_\_\_

Please attach a separate sheet with a complete description of the variances requested and the reasons for relief. Please attach a statement as to the ways in which your project satisfies the requirements of the conditional uses. Your statements should cite the applicable Ordinance(s). Include the appropriate fees in your application and escrow fees.

Does the site front on a county road? \_\_\_\_\_ Route # \_\_\_\_\_

Does the site front on a state road? \_\_\_\_\_ Route # \_\_\_\_\_

Is the Site within 200 feet of another municipality? \_\_\_\_\_ Name \_\_\_\_\_

List all outside agencies to which application has been made regarding the proposed development: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby consent to the filing of this application and consent to allowing Township representatives to perform on site visits. (Both signatures are required.)

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Sworn to and Subscribed  
before me this \_\_\_\_\_ day  
of \_\_\_\_\_ 20 \_\_\_\_\_

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

## ESCROW AGREEMENT

This Agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**BETWEEN:** Developer/Applicant and Owner of Land

**AND:** The Joint Land Use Board of the Township of Harrison on behalf of the Township of Harrison

This is an agreement establishing the responsibility for the payment of escrow obligations to the Township of Harrison.

**NAME AND ADDRESS OF DEVELOPER/APPLICANT:**

---

---

---

---

Telephone Number:

Fax Number:

**NAME AND ADDRESS OF OWNER:**

---

---

---

---

Telephone Number:

Fax Number:

Block \_\_\_\_\_, Lot \_\_\_\_\_

1. Whenever a review fee shall be required the developer or applicant, together with the Joint Land Use Board, shall execute an agreement, in writing, with copies for each party providing the following as to escrow agreements:

- (a) The agreement shall be signed by the developer and the Board at the time of the application.
- (b) The subject matter of the application shall be specifically identified by lot and block designation as found on the Tax Map of Harrison Township.
- (c) The full name of the applicant with applicant's address, telephone number and fax number shall be included.
- (d) The purpose for the escrow shall be defined in accordance with the application.
- (e) The agreement shall provide the developer's responsibility to maintain an adequate reserve of funds for the payment in accordance with the provisions of this subsection.

(f) In the event the escrow shall be deficient at any time the Board shall declare the application incomplete.

(g) Any excess funds remaining in the escrow fund after 45 days after final approval shall be returned to the applicant.

(h) If an applicant, or any person who has greater than a 10 percent interest in any legal entity which is an applicant, shall at any time have a deficient escrow account on any parcel within Harrison Township, such escrow account shall be brought current prior to the Joint Land Use Board considering any new application for development of any parcel or parcels within Harrison Township involving the person with the deficient escrow.

(i) In addition to the other remedies provided to the Board set forth herein, the applicant shall indemnify and reimburse Harrison Township for the attorney's fees and costs relating to the collection of all delinquent or deficient escrow balances. All escrow balances shall be considered deficient if they are not paid in full within twenty (20) days of notification from the Secretary of the Board.

2. If at any time the escrow fund is found to be insufficient to cover all reasonable fees for the required professional services, the applicant shall be notified, in writing, with an accounting of the fees, and the applicant shall within 20 days increase the fund as shall be determined by the reviewing Board. In the event the applicant shall fail to deposit the required fees, the reviewing Board shall be entitled to declare the application incomplete. Any excess funds in the escrow fund remaining 45 days after final action has been taken by the reviewing Board shall be returned to the applicant.

Sworn and subscribed to before  
me this \_\_\_\_\_ day  
of \_\_\_\_\_, 20\_\_\_\_

**HARRISON TOWNSHIP JOINT LAND USE BOARD**

\_\_\_\_\_  
Donna Schwager, Secretary

Sworn and subscribed to before  
me this \_\_\_\_\_ day  
of \_\_\_\_\_, 20\_\_\_\_

**OWNER**

\_\_\_\_\_  
Owner

Sworn and subscribed to before  
me this \_\_\_\_\_ day  
of \_\_\_\_\_, 20\_\_\_\_

**DEVELOPER/APPLICANT**

\_\_\_\_\_  
Developer/Applicant

CERTIFICATE OF OWNERSHIP OF APPLICANT  
AS REQUIRED BY NEW JERSEY LAW  
(P.L. 1977, CHAPTER 336)

To be submitted to the Harrison Township Joint Land Use Board  
With All Applications

**Disclosure statement:** Pursuant to N.J.S. 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. 40:55D-48.2 that disclosure requirement applies to any corporation or partnership which owns more than 10% interest in the applicant followed 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.

NAME OF DEVELOPMENT: \_\_\_\_\_

APPLICANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

BLOCK: \_\_\_\_\_ LOT: \_\_\_\_\_ NUMBER OF UNITS: \_\_\_\_\_

LOCATION: \_\_\_\_\_

TYPE OF REVIEW: \_\_\_\_\_

Listed below are names and addresses of all owners of 10% or more of the stock/interest in the undersigned applicant corporation and/or partnership:

NAME

ADDRESS

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

\_\_\_\_\_  
Signature of Officer/Partner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Applicant Corporation/Partnership