**TOWNSHIP OF BRICK**

**LAND USE APPLICATION**

OCEAN COUNTY NEW JERSEY

401 CHAMBERS BRIDGE ROAD BRICK NJ 08723

Mayor  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

John G. Ducey

Township Council  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Vince Minichino - President

Lisa Crate - Vice President

Arthur Halloran

Heather deJong

Andrea Zapcic

Perry Albanese

Marianna Pontoriero

**Tara B. Paxton, MPA, PP, AICP**  
Township Planner/Affordable Housing Administrator  
[tpaxton@bricktownship.net](mailto:tpaxton@bricktownship.net)

**Christopher J Romano**  
Zoning Officer  
[cromano@bricktownship.net](mailto:cromano@bricktownship.net)

**Pamela O'Neill**Planning Board/Board of Adjustment Secretary  
[poneill@bricktownship.net](mailto:poneill@bricktownship.net)

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Dear Applicant(s):

If your application included a request for a waiver(s), the attached statements must be completed in full, signed and submitted with your application.

Pamela O'Neill  
Planning Board/Board of Adjustment Secretary

Dear Applicant(s):

In an effort to process subdivisions in a more efficient manner and to assist administering the 911 Emergency Response System, the Planning Board and the Board of Adjustment require that block, lot, street numbers and new street names be assigned and approved by the office of the Tax Assessor. This requirement applies to Major and Minor Subdivisions as well as Condominium Site Plans.

Please forward three (3} copies of the proposed subdivision map or condominium site plan to the office of the Tax Assessor at the above address as soon as possible. This office will assign and approve block and lot designations, street numbers and any new street names.

If you have any questions regarding this step of the procedure, please do not hesitate to contact th.is office or the Planning Board or Board of Adjustment.

Very truly yours,   
James Ryan, CTA  
Tax Assessor

Office of Tax Assessor  
732-262-1069  
Fax: 732-262-9687  
[www.twp.brick.nj.us](http://www.twp.brick.nj.us)

In order to expedite applications submitted for approval to the Brick Township Planning Board and Board of Adjustment, the following procedures will be implemented:

1. Upon submission of an application to the Board, the Board Secretary will perform an administrative check; items such as, but not limited to, application form completeness, fee and number of copies will be reviewed. If these requirements are not met, the Board Secretary will reject the application in its entirety. If these requirements are met, the time period mandated by the Land Use Law begins and the application will then receive a checklist conformance review.

2. The application, which has conformed to the administrative requirements, will receive a checklist review by the Board's Township Planner and/or Engineer.

At this point, an application may be deemed incomplete if deficient in respect to the checklist requirements. If deemed incomplete, the applicant will be notified of the specific deficiencies, and upon resubmission the applicant will be subject to the full review process, and the time period mandated by the Land Use Law will begin again.

If the application conforms to the checklist requirements, it is considered acceptable for a more comprehensive planning and engineering review.

3. The Board's Planner and Engineer will review the plans with respect to detailed ordinance requirements, such as grading, utilities, landscaping, etc.

An application will be deemed incomplete or complete based upon this review. A plan will be deemed incomplete if, for example, the drainage calculations submitted (meeting the checklist requirement) are found to be lacking in information needed to properly determine the validity of the design. If deemed incomplete, the applicant will be notified of the deficiencies, and upon resubmission, the application will be subject to a full review process, and the time period mandated by the Land Use Law will begin again.

An application deemed complete will be scheduled for a Board hearing within the prescribed time period.

Under the provisions of Township Ordinance 283-P-96 there is a fee for review of site plans and major subdivision plans, see attached fee list. A separate check made out to the Bureau of Fire Safety must be presented to the appropriate Board upon submission.

**PROCEDURAL GUIDE FOR VARIANCES &  
LAND DEVELOPMENT APPLICATIONS**

PROCEDURAL GUIDE

1. Meeting Schedule

The Planning Board meets for public hearing on the 2nd and 4th Wednesdays of each month at 7:00 P.M. in the Municipal Complex, 401 Chambersbridge Road, Brick, New Jersey 08723.

The Board of Adjustment meets for public hearings on the 1st and 3rd Wednesdays of each month at 7:00 P.M. in the Municipal Complex, 401 Chambersbridge Road, Brick, New Jersey 08723.

II. The applicant shall familiarize himself/herself with the notice of requirements of the Municipal Land Use Law, Chapter 291, Law of New Jersey (C.40:50-1 et. seq.) and amendments and supplements thereto.

III. Corporations must be represented by a New Jersey Authority. (Attorney).

IV. Applicants shall file with initial application the following:

Planning Board & Zoning Board of Adjustment

1. Original Application - 1 original & 4 copies  
2. Appropriate Fee - See Fee Schedule  
3. Minor Site Plan - 4 copies  
4. Site Plan - 4 copies  
5. Preliminary Major Subdivision-4 copies  
6. Final Major Subdivision - 4 copies  
7. Minor Subdivision - 4 copies  
8. Building Elevations (w/site plans) - 4 copies  
9. Environmental Impact Statements - 4 copies  
10. Drainage Reports (if applicable)   
11. 1 Original Sealed Survey  
12. Proof of taxes paid to date  
13. W9  
14. Proof of Application to the BTMUA, OCPB and DOT (if applicable)

*Note: Completed appropriate checklist for site plans and subdivision applications must also be included with initial submittal.*

V. Administrative Checklist shall be prepared.

PROCEDURAL GUIDE

1. Upon acceptance of Administrative Checklist, the applicant will be required to submit additional sets of plans for internal distribution. The Secretary will advise how many will be required at that time.

2. You will be notified by mail. When the application has been deemed complete the applicant will be notified of hearing date by mail. At that time, the applicant will be supplied a packet with the necessary forms for the required notice to property owners, newspapers and affidavit of service. Required contents of notice will be explained in notice packet.

3. The applicant must submit a written request to the Tax Assessor for a certified list of property owners located within 200 feet, in all directions, of the property that is the subject of a hearing. This must be accompanied by a fee of $10.00. It can take up to 3 days to be supplied. Please note in order to prevent hearing delays, the addresses and names on receipts must match the official list provided by the Tax Assessor.

4. At least ten (10) days prior to scheduled hearing date:

a. Publish notice in the Asbury Park Press or Ocean Star.  
  *(Contents of same outlined on form of notice.)*

b. Notify by certified mail or \*personal services:

1. All property owners within 200 feet

2. Clerk of adjoining municipality if located within 200 feet

*Note: Ocean Star must receive your notice by 10 am the Wednesday before the Friday publication.*

*Note: Affidavit of publication from official newspaper, copy of notice served to property owners, affidavit of service, original list of property owners and certified mail receipts must be submitted* ***AT LEAST THREE (3) DAYS PRIOR*** *to the scheduled hearing date.*

Application # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Submission: \_\_\_\_ /\_\_\_\_ /\_\_\_\_\_\_\_  
 Mo. Day Year

LAND DEVELOPMENT APPLICATION

Planning Board \_\_\_\_\_ Zoning Board \_\_\_\_\_

Application Fee $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Escrow Fee $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Applicant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
    Name

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Street Address

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 City State Telephone

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Email

*(If not owner, set forth ownership interest, contact purchaser, etc., & attach copy of document following same).*

Property Owner \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Name

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Street Address

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 City State Telephone

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 Email

1. Type of Application: New Amended

 Site Plan Preliminary

 Site Plan Final

 Conditional Use

*Must be accompanied by Site Plan*

 C.55D-70C

 C.40:55D-70D

 C.40:55D-34

 C.40:55D-35

 Minor Subdivision

 Major Subdivision Preliminary

 Major Subdivision Final

Date of Prelim. Approval: \_\_\_\_\_\_\_\_\_\_

 Minor Site plan

 Cluster Zone

 C.40:55D-70A

 C.40:55D-70B

C. Previous Appeals or Activity

LAND DEVELOPMENT APPLICATION

**Yes  No** If yes, date: \_\_\_\_ /\_\_\_\_ /\_\_\_\_\_\_\_  
 Mo. Day Year  
  
Type Variance: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ** Approved Disapproved**

Resolution #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
*Copy is required to be provided with application.*

D. Site Location \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Street Address

\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Tax Map # Block(s) Lot(s)

Zone District  
Residential Business Other  
 R-5  B-1  H-S  
 R-7.5  B-2  VZ  
 R-10  B-3  Mantoloking Street Scape  
 R-15  B-4  Herberstsville Street Scape  
 R-20  
 R-R-1  
 R-R-2  
 R-R-3  
 R-M

Office Professional / Light Industrial  
 O-P  
 O-P-T  
 M-1

E. Description of Proposed Use:

1. Present Use \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
2. Proposed Use \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
3. No. of Lots/Units\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
4. Brief Description of Application \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. Does Applicant / Owner Own Adjoining Property? **Yes  No**  
 If yes, please describe: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

LAND DEVELOPMENT APPLICATION

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 6. Primary Building Setback Requirements | | | | | | | |  | |
|  |  |  | Front |  | Sides |  | Rear | |  | |
|  | Proposed |  |  |  |  |  |  | |  | |
|  |  |  |  |  |  |  |  | |  | |
|  | Required |  |  |  |  |  |  | |  | |
|  |  |  |  |  |  |  |  | |  | |
| 7. Accessory Building Setback Requirements | | | | | | | | | |
|  |  |  | Side |  | Rear |  |  | |  | |
|  | Proposed |  |  |  |  |  |  | |  | |
|  |  |  |  |  |  |  |  | |  | |
|  | Required |  |  |  |  |  |  | |  | |
|  |  |  |  |  |  |  |  | |  | |
| 8. Height | | | | | | | | | |
|  | Proposed | |  |  | Allowed | |  | |  | |
|  |  |  |  |  |  |  |  | |  | |
| 9. Percent of Lot Coverage Building | | | | | | | |  | |
|  | Proposed | |  |  | Allowed | |  | |  | |
|  |  |  |  |  |  |  |  | |  | |
| 10. With Percent Impervious Coverage | | | | | | | |  | |
|  | Proposed | |  |  | Allowed | |  | |  | |
|  |  |  |  |  |  |  |  | |  | |
| 11. Gross Floor Area (Sq. Ft.) | | | | | | | |  | |
|  | Proposed | |  |  | Allowed | |  | |  | |
|  |  |  |  |  |  |  |  | |  | |
| 12. Number of Parking Spaces | | | | | | | |  | |
| Off Street | | | | | | | |  | |
|  | Proposed | |  |  | Allowed | |  | |  | |
|  |  |  |  |  |  |  |  | |  | |
| Loading | | | | | | | |  | |
|  | Proposed | |  |  | Allowed | |  | |  | |
|  |  |  |  |  |  |  |  | |  | |
| 13. Basis for determining parking requirements | | | | | | | |  | |
|  | Employees | | Units |  | Seats |  | Beds | |  | |
|  |  |  |  |  |  |  |  | |  | |
|  | Counts |  | Rooms |  | Stalls |  | Other | |  | |
|  |  |  |  |  |  |  |  | |  | |

Show parking calculations: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

F. Has application been made to the Ocean County Planning Board?

LAND DEVELOPMENT APPLICATION

**Approved  Denied** **Date:** \_\_\_\_ /\_\_\_\_ /\_\_\_\_\_\_\_  
 Mo. Day Year

G. Deed Restriction or Covenants? *(If yes, attach copy)* **Yes  No**

H. Certificate of Taxes/assessments paid to date attached? **Yes  No** *(Said certificate to be submitted with application for acceptance)*

I. Has application been made to the Tax Assessor for Block & Lot assignments? **Yes  No** *(Provide official Certificate)*

J. List Revised/Requested Variances:*(To be completed by applicant)*:

Undue hardship consideration *(C1 or C2):*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Negative Criteria *(“D” variance & “Conditional Use Variance”)*:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Special Reasons: *(To be completed for "D" variance only):* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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LAND DEVELOPMENT APPLICATION

K. Has there been a market value offer to sell or purchase all or part of **Yes  No**  
 Adjoining property if applying for "C" variance (i.e. lacking square *If yes, attach*  
 footage, width or depth)? *proof of offer.*

L. List of maps, reports and other material accompanying application:  
 *(Appropriate checklist must accompany all site plan and subdivision applications)*

Number Description Date

1. \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_ /\_\_\_\_ /\_\_\_\_\_\_\_  
 Mo. Day Year  
 2. \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_ /\_\_\_\_ /\_\_\_\_\_\_\_  
 Mo. Day Year

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 Mo. Day Year

6. \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_ /\_\_\_\_ /\_\_\_\_\_\_\_  
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8. \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_ /\_\_\_\_ /\_\_\_\_\_\_\_  
 Mo. Day Year

9. \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_ /\_\_\_\_ /\_\_\_\_\_\_\_  
 Mo. Day Year

10. \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_ /\_\_\_\_ /\_\_\_\_\_\_\_  
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11. \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_ /\_\_\_\_ /\_\_\_\_\_\_\_  
 Mo. Day Year  
12. \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_ /\_\_\_\_ /\_\_\_\_\_\_\_  
 Mo. Day Year

13. \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_ /\_\_\_\_ /\_\_\_\_\_\_\_  
 Mo. Day Year

14. \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_ /\_\_\_\_ /\_\_\_\_\_\_\_  
 Mo. Day Year

15. \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_ /\_\_\_\_ /\_\_\_\_\_\_\_  
 Mo. Day Year

16. \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_ /\_\_\_\_ /\_\_\_\_\_\_\_  
 Mo. Day Year  
17. \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_ /\_\_\_\_ /\_\_\_\_\_\_\_  
 Mo. Day Year

M. List of Individuals who prepared plans:

LAND DEVELOPMENT APPLICATION

1. Engineer / Surveyor

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Name

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 Street Address

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 City State Zip Code

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Cell # Business #

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Email

2. Architect

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Name

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 City State Zip Code

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 Cell # Business #

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 Email

3. Site Planner

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 City State Zip Code

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4. Attorney

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 Email

N. Authorization of Signature *(If applicant is a corporation)*

This will certify that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ of  
  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Corporation Name and Address

LAND DEVELOPMENT APPLICATION

who subscribed to the above application for development in the Township of Brick has been authorized by this Corporation to do so.

Attest \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secretary *(Corporate Seal)* Corporate Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

President

N.J.S.A. 40􀁁55D-48. l et seq. Requires all corporations or partnerships applying to a Planning Board or Board of Adjustment 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 twenty-five (25) or more family units or seeking approval of a site to be used for commercial purposes to list:

a. If a corporation - names and addresses of all stockholders owning at least 10% of its stock of any class;

b. If a partnership - names and addresses of the individual partners having at least 10% interest in the partnership.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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O. Affidavit of Applicant:  
 STATE OF NEW JERSEY   
 COUNTY OF OCEAN

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ of full age being duly sworn according to law, on oath deposed 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 to sign here

P. Affidavit of Ownership:  
 STATE OF NEW JERSEY   
 COUNTY OF OCEAN

LAND DEVELOPMENT APPLICATION

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ of full age being duly sworn according to law, on oath deposed and says, that all the deponents reside at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ of and State of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is the owner in fee of all that certain lot, piece of land situated, lying and being in the municipality aforesaid, and known and designated as Block (s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Lot (s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
Sworn and Subscribed to:   
before me this \_\_\_ day:   
of \_\_\_\_\_\_\_\_, 20 \_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Owner to sign here

Q. Authorization by Owner:

(If anyone other than above owner is making this application, the following authorization must be executed)

To the approving Board of the Township of Brick:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is hereby authorized to make the within application.

Dated: \_\_\_\_ /\_\_\_\_ /\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Mo. Day Year Owner to sign here

R. Address all correspondence concerning this application to Primary Contact:

**** Applicant ****Owner ****Attorney

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Name and Firm

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
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 City State Zip Code

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 Email

APPROVAL PROCESS CHART

LAND DEVELOPMENT & BUILDING APPROVALS PROCESS

|  |  |  |
| --- | --- | --- |
| SUBMIT PLANS TO BOARD |  |  |
|  |  |  |
| PB / BOA APPROVAL OF SITE PLAN OR SUBDIVISION |  |  |
|  |  |  |
| RESOLUTION COMPLIANCE SIGNED PLANS |  | APPLY FOR BUILDING PERMIT |
|  |  |  |
| PREPARATION OF BOND ESTIMATE POSTING OF BOND AND INSPECTION FUND |  | ZONING PERMIT |
|  |  |  |
| SITE CONSTRUCTION BEGINS |  | ENGINEERING APPROVAL |
|  |  |  |
|  |  | AFFORDABLE HOUSING |
|  |  |  |
|  |  | BUILDING PERMIT DEPARTMENT |
|  |  |  |
|  |  | BUILDING PERMIT |
|  |  |  |
|  |  | BUILDING CONSTRUCTION BEGINS |



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