

THE DEPARTMENT OF PLANNING AND DEVELOPMENT HAS INITIATED A NEW PROCESS FOR APPLICATION FEES. WE NOW REQUIRE TWO (2) SEPARATE CHECKS. ONE (1) CHECK WILL BE FOR THE APPLICATION FEE AND ONE (1) CHECK WILL BE FOR THE ESCROW FEE. YOUR COOPERATION IN THIS MATTER WILL BE GREATLY APPRECIATED.

ALSO, A TAX MAP MUST BE OBTAINED FROM THE BUILDING OR ENGINEERING DEPARTMENTS AT A COST OF THREE DOLLARS (\$3.00).

Dear Applicant:

At the time that you submit the necessary fees with your application, you are charged a straight fee for the application and an escrow fee. The escrow fee is deposited in a developer's review account and held to pay the cost of the Engineering and the Planning Departments' review of your application for Board approval and the revised plan process. You are entitled to a refund of any remaining monies not charged against your escrow deposit.

When you receive a building permit for the property which is the subject of this application, kindly remit the below information form and a copy of the building permit to this office. Should your application be denied, please remit the below information form and a copy of the Board's resolution of denial.

This will enable us to refund to you any remaining escrow fees and close out your account.

Your attention to this matter is appreciated.

Very Truly Yours,

The Department of Planning & Development

Escrow Fee Refund Request

Name _____ Application # _____

Block _____ Lot _____

Type of Application _____

Description of the application _____

PLEASE FIND ATTACHED A COPY OF THE BUILDING PERMIT OR RESOLUTION OF DENIAL I HAVE RECEIVED TO DO THE WORK COVERED UNDER THIS APPLICATION. IF SAME IS NOT ATTACHED, NO REFUND CAN BE GRANTED.



Township of Woodbridge

Department of Planning and Development
Marta Lefsky, Director
One Main Street • Woodbridge, New Jersey 07095
Tel: (732) 602-6004 • Fax: (732) 602-6038

John E. McCormac, CPA, Mayor



Woodbridge - Ten Towns, One Community

DATE: _____

Applicant Name: _____

Applicant Address: _____

Tax ID. Number: _____

(For Applicants making escrow deposits of \$5,000 or more)

Location of Subject

Property:

(if separate from above): Block: _____ Lots: _____

(DO NOT FILL OUT BELOW THIS LINE)

Application Number: _____

Type of Application: _____

Check Numbers: _____

Total Escrow Deposit: _____

UJB Number: _____

LAND SUBDIVISION STANDARDS - MAJOR SUBDIVISION

PRELIMINARY DETAILS - CHECKLIST

TO BE COMPLETED AND RETURNED WITH APPLICATION FOR PRELIMINARY APPROVAL OF A MAJOR SUBDIVISION:

*PROVIDED

**NONE PROPOSED

***WAIVER REQUESTED

*P

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CHECKLIST REQUIREMENTS

Four (4) copies of completed application for preliminary approval of major subdivision.

List of names and addresses of persons having ten percent (10%) interest or more in the corporation or partnership (if applicable).

Certification that all taxes on the property have been paid and that there are no outstanding assessments for local improvements.

Statement as to status of other required approvals (municipal, county, state, federal or other, if applicable).

Twelve (12) prints of preliminary plat prepared in accordance with Section 150-56B(2) of this ordinance.

Fee as required by this ordinance.

One (1) tax map of the area.

*Five (5) sets of building plans, either bearing the seal of a licensed architect in the State of New Jersey, or certified as having been prepared by the homeowner for his own use or occupancy. **(Note: All two (2) and three (3) family dwellings shall require an architect's certification).**

*Two (2) sets of photographs showing the following views: front of the subject property; rear of subject property; and, opposite side of the street.

(* To be submitted only when variances are required.

The following checklist items relate to "sustainable building practices." Applicants are required to complete this portion of the checklist, but these checklist items are not required for submission.

***P **NP**

CHECKLIST ITEMS

SUSTAINABLE SITES

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15. **Site Selection:** Have you avoided development of inappropriate sites and reduced the environmental impact from the location of a building on a site?

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16. **Development Density & Community:** Is development in areas with existing infrastructure, protecting greenfields and preserving habitats and natural resources?

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17. **Brownfield Development:** Are you rehabilitating damaged sites where development is complicated by environmental contamination, reducing pressure on undeveloped land?

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18. **Alternative Transportation - Public Transportation Access:** Is development near public transportation sites?

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19. **Alternative Transportation - Bicycle Storage and Changing Rooms:** Do bicycle storage areas and changing rooms exist?

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20. **Site Development - Protect or Restore Habitat:** Are you conserving existing natural areas and restoring damaged areas to provide habitat and promote biodiversity?

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21. **Stormwater Design - Quantity Control:** Have you taken steps to limit disruption of natural water hydrology by reducing impervious cover, increasing on-site infiltration, reducing or eliminating pollution from stormwater runoff, and eliminating contaminants?

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22. **Stormwater Design - Quality Control:** Have you taken steps to limit disruption and pollution of natural water flows by managing stormwater runoff?

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23. **Heat Island Effect - Nonroof:** Have you provided shade, paving materials with a solar reflectance index of at least 29, or do you have an open grid pavement system OR is 50% of your parking spaces under cover?

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CHECKLIST ITEMS

SUSTAINABLE SITES (continued)

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24. **Heat Island Effect - Roof:** Have you taken steps to reduce the amount of heat that is reflected off of your roof?

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25. **Light Pollution Reduction:** Have you taken steps to minimize light trespass from the building and site, reduce sky-glow to increase night sky access, improve nighttime visibility through glare reduction, and reduce development impact on nocturnal environments?

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26. Have you used building massing to gather wind for the dispersion of air pollutants?

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27. Have you used building massing to mitigate noise pollution?

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28. Have you used building massing and vegetated screening to gather wind for the filtration/dispersion of air pollutants?

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29. Have you used roof-top gardens and adjacent courtyards to mitigate air pollution and noise?

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30. Have you oriented the building(s) toward southern exposure?

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31. Have you created any rain gardens to manage stormwater runoff?

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32. Have you sited taller buildings to minimize shadows on an open space and other buildings?

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33. Have you oriented open space to maximize winter solar exposure?

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34. Have you provided tree canopy cover and reduced hardscape for areas with high summer solar exposure?

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35. Have you minimized disturbed areas by limiting, clearing, and grading to a carefully described development envelope?

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36. Have you encouraged the growth of native and well-adapted species and eliminated the need for fertilization and pesticides?

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CHECKLIST ITEMS

SUSTAINABLE SITES (continued)

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37. Have you reduced soil erosion?

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38. Have you promoted natural recharge and infiltration without the threat of surface contamination?

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39. Have you reduced runoff volumes and peak runoff rates?

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40. Have you linked landscape elements to form a continuous network of forage, water, and cover?

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41. Have you created "fingers" of habitat that reach into the urban landscape from the creek?

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42. Have you created zones that provide a diversity of habitat and shelter through layers of plant heights and types?

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43. Have you selected native plants that provide food and shelter for song birds, mammals, insects, etc?

WHEN WATERWAYS ARE ADJACENT

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44. Have you stabilized and protected slopes, water quality, and existing vegetation?

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45. Have you provided access via pathways, bridges, boardwalks, and concerns for safety?

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46. Have you provided connections to stormwater systems, habitat networks, pedestrian and recreation areas?

WATER EFFICIENCY

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47. Have you provided water efficient landscaping - reducing water needed for vegetation?

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48. Have you provided water efficient landscaping - no potable use or no irrigation?

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49. Have you increased the extent of on-site landscaping?

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50. Have you provided graywater systems?

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51. Have you provided blackwater systems?

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CHECKLIST ITEMS

Materials & Resources

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52. Have you provided for storage and collection of recyclables?

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53. Have you reused portions for the existing building, such as walls, floors, or roof?

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54. **Construction Waste Management:** Have you diverted construction waste from landfills?

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55. Have you reused five (5) percent of the existing building?

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56. Have you reused ten (10) percent of the existing building?

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57. Do your building materials incorporate recycled content?

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58. **Local/Regional Materials:** Are building materials extracted, processed, and manufactured locally/regionally?

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59. **Rapidly Renewable Materials:** Have you used rapidly renewable materials, such as bamboo, wool, cotton insulation, agrifiber, linoleum, wheatboard, strawboard and cork?

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60. **Use of Certified Wood:** Have you used wood-based materials and products, which are certified in accordance with the Forest Stewardship Council's (FSC) Principles and Criteria?

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61. Have you used crushed gravel and concrete as a sub-base?

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62. Have you used saw cut concrete as dry-laid retaining walls, edging for planting beds, or unit pavers?

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63. Have you reused asphalt as a sub-base or aggregate?

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64. Have you re-used gravel and tar roofing materials from demolished building?

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CHECKLIST ITEMS

Energy and Atmosphere

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65. **On-Site Renewable Energy:** Have you installed any renewable energy systems, such as photovoltaic (solar panels), geothermal, or other?

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66. **Green Power:** Have you provided at least 35% of the building's electricity from renewable sources? (Renewable sources are as defined by the Center for Resource Solutions (CRS) Green-e products certification requirements.)

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67. Have you provided for opportunities for vegetated screens, awnings, overhangs, and adjustable shade structures on buildings with high summer solar exposure?

Indoor Air Quality

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68. Have you provided for up-draft ventilation and an air scoop, for natural ventilation?

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69. Have you incorporated under floor displacement ventilation?

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70. Have you oriented the majority of glazing to optimize daylighting potential and heat gain during the winter season?

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71. Have you oriented thermal mass (materials that absorb, store, and conduct heat) and insulation to take advantage of southern exposure, while blocking northern winds?

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72. Have you provided for rooftop gardens to reduce solar gain and insulate in winter?

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73. Have you provided atrium spaces?

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74. Have you provided shade structures, awnings, and overhangs?

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75. Do you have an internal heat recovery system?

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76. Have you provided photovoltaic integration?

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77. Have you separated mechanical spaces?

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CHECKLIST ITEMS

Innovation & Design Process

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78. **LEED Accredited Professional Utilization:** At least one principal participant of the project team shall be a LEED Accredited Professional (AP).

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79. **Innovation in Design:** Explain in writing, any additional actions you have taken to make the construction of your project energy efficient or to make your development energy efficient. (Use additional sheet if necessary.)

PLEASE NOTE: Approval of any application for development is subject to all terms and conditions of the Sewer Moratorium of the Township of Woodbridge, adopted by the Municipal Council on October 1, 1985. No building permits shall be issued prior to submission of evidence to the Building Official that all applicable State and/or local requirements have been met. For information regarding these requirements, contact the Division of Engineering

EXPLANATION FOR ANY REQUEST FOR A WAIVER OF ANY CHECKLIST ITEM REQUIREMENT (USE ADDITIONAL SHEET IF NECESSARY)

PROFESSIONAL CERTIFICATION AS TO THE ACCURACY OF ALL ITEMS ON THIS CHECKLIST.
PROVIDE LICENSE NUMBER, SEAL & SIGNATURE.

TOWNSHIP OF WOODBRIDGE

APPLICATION: () MINOR SUBDIVISION () PRELIMINARY APPROVAL/MAJOR SUBDIVISION

1. APPLICANT: _____

ADDRESS: _____

TELEPHONE: _____ EMAIL: _____

() INDIVIDUAL(S) () PARTNERSHIP () CORPORATION

2. OWNER: _____

ADDRESS: _____

TELEPHONE: _____ EMAIL: _____

3. ATTORNEY: _____

ADDRESS: _____

TELEPHONE: _____ EMAIL: _____

FAX NUMBER: _____

4. PROPERTY LOCATION: _____

_____ (STREET) (SECTION)

BLOCK: _____ LOT(S): _____ ZONE: _____

AREA OF ENTIRE TRACT: _____ (ACRES/SQ. FT.) NUMBER OF PROPOSED LOTS FOLLOWING SUBDIVISION: _____ (USE SEPARATE SHEET IF NECESSARY):

AREA DIMENSIONS DEVELOPMENT PLANS

5. IF ANY VARIANCES ARE REQUIRED FOR THIS SUBDIVISION, INDICATE VIOLATION, ARTICLE AND SECTION:

7. LIST ANY LICENSES, PERMITS OR OTHER APPROVALS REQUIRED BY MUNICIPAL, COUNTY, STATE OR FEDERAL LAW AND STATUS OF EACH (ATTACH COPIES OF APPROVALS):

SIGNATURE OF APPLICANT

SIGNATURE OF OWNER

ADDRESS

ADDRESS

8. ACCEPTANCE OF REASONABLE REVIEW COSTS:

I (we) do hereby agree to pay all reasonable costs for professional review of the plan(s) and material submitted herewith, where such review is required.

SIGNATURE

DATE

9. TAX ID. NUMBER: _____

(FOR APPLICANTS MAKING ESCROW DEPOSITS OF \$5,000 OR MORE)