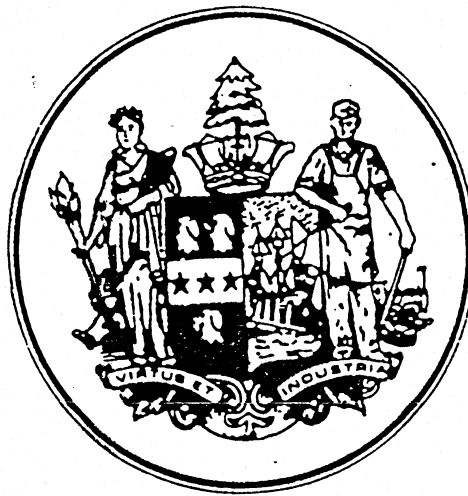


CITY OF CAMDEN

DEPARTMENT OF ADMINISTRATION

DIVISION OF PLANNING



**MAJOR SUBDIVISION APPLICATION AND
SUBMISSION ITEMS PACKAGE**

Any questions please contact:
Angela Miller, Planning Board Secretary
(609) 757-7214

SUBDIVISION CHECKLIST

Check if
Completed

For Office
Use Only

-
- | | | | |
|-------|----|--|-------|
| _____ | 1. | Subdivision application and eight copies | _____ |
| _____ | 2. | Proof of ownership (ie. Deed, Tax Bill and/or Lease) | _____ |
| _____ | 3. | Proof of current tax payment (ie. Certification of Taxes Paid) | _____ |
| _____ | 4. | Variance application (if applicable) | _____ |
| _____ | 5. | Signed escrow fee agreement | _____ |
-

Items 6 through 27 pertain to plot plans

- | | | | |
|-------|-----|---|-------|
| _____ | 6. | Name and address of owner and applicant | _____ |
| _____ | 7. | Name, signature, license#, seal and address of engineer, land surveyor, architect, professional planner, and/or landscape architect (as applicable) | _____ |
| _____ | 8. | Title block denoting type of application, tax map sheet, county municipality, block and lot and street address | _____ |
| _____ | 9. | Key map not less than 1" - 1000" showing location of tract to surrounding streets, municipal boundaries, etc. within 500' | _____ |
| _____ | 10. | Schedule of required and proposed zone(s) requirements for lot area, frontage, setbacks, impervious coverage, parking etc. | _____ |
| _____ | 11. | North arrow to top of sheet, scale and graphic scale | _____ |
| _____ | 12. | Signature block for board chair, secretary and engineer | _____ |
| _____ | 13. | Certification block as required by map filing law | _____ |
| _____ | 14. | Date of Property Survey | _____ |
| _____ | 15. | One of four standard sheet sizes required by map filing law | _____ |
| _____ | 16. | Metes and bounds description showing dimensions, bearings, curve data, length of tangents, radius, arcs, shords and central angles for all center-lines and rights-of-way and centerline curves on streets. | _____ |

- | | | | |
|-------|-----|--|-------|
| _____ | 17. | Acreage of tract to nearest tenth | _____ |
| _____ | 18. | Date of original and all revisions | _____ |
| _____ | 19. | Size and location of existing or proposed structures and their dimensioned setbacks | _____ |
| _____ | 20. | Location and dimensions of any existing or proposed streets | _____ |
| _____ | 21. | All proposed lot lines and area of lots in square feet | _____ |
| _____ | 22. | Copy of and plan delineation of any existing or proposed deed restriction | _____ |
| _____ | 23. | Any existing or proposed easement or land reserved or dedicated for public use | _____ |
| _____ | 24. | Property Owners and lot lines within 200' and in correct reference to subject parcel | _____ |
| _____ | 25. | Existing streets, other rights-of-way or easements; water courses, wetlands, soils, flood plains, or other environmentally sensitive areas within 200' of tract. | _____ |
| _____ | 26. | Boundary, limits, nature and extent of wooded areas, specimen trees and other significant physical features | _____ |
| _____ | 27. | New block and lot numbers confirmed by tax assessor | _____ |

SUBMISSION OF SITE PLANS, SUBDIVISIONS AND SIGN VARIANCES BEFORE THE SUBMISSION DEADLINE DOES NOT GUARANTEE PLACEMENT ON ANY PLANNING BOARD MEETING AGENDA. A PREAPPLICATION MEETING WITH THE ZONING OFFICER IS STRONGLY RECOMMENDED.

CAMDEN CITY PLANNING BOARD

LAND SUBDIVISION APPLICATION

(file ~~seven~~ ^{ten} copies and ~~seven~~ ^{ten} maps)

1. Applicant's Name: _____ Tel.# _____

Address: _____

2. Owner or Contract Owner: _____

Address: _____

3. Name of Person to whom correspondence should be forwarded: _____

Address: _____

4. Location of Subdivision: _____

Tax Map Block Number (s): _____ Lot Number(s): _____

5. Area of entire tract (acres): _____

6. Zoning (circle appropriate): R-1-A R-1 R-2 C-1 C-2 C-3 I-1 I-2 C-W C-4

C-R M-R I-R C-C H-M

7. Variance Requested? (check one) YES ____ NO ____ If yes, list sections of the zoning ordinance:

8. Development Plans (check one): Sell only ____ To develop ____

Please describe proposed development plans briefly: _____

9. Attach a copy any deed restrictions or covenants that apply or are contemplated. Detail any state or municipal restrictions that may apply: _____

10. Name of person completing applicant: _____

Address: _____ Tel. #: _____

(Signature of Applicant)

CITY OF CAMDEN PLANNING BOARD

ESCROW DEPOSIT AGREEMENT BETWEEN THE CITY OF CAMDEN AND

DEPOSITOR _____

Address _____

City and State _____

Telephone No. _____

Check No. _____

Depositor herewith deposits the sum of _____

dollars (\$) with the City of Camden in accordance with and subject to the provision of City of Camden Ordinance No. MC-2304, being incorporated by reference and made a part hereof, and agrees to the following:

1. Depositor's payment of said deposit is made in connection with an application for:

at (provide address with lot and block #): _____

2. The Treasurer of the City of Camden shall be authorized to disburse to the City Engineer from the funds deposited, those fees as required to be paid for the technical and professional review by the Zoning Board of Adjustment and/or Planning Board pursuant to the terms of Ordinance MC-2304.
3. All fees shall be disbursed prior to the issuance of a certificate of occupancy, construction permit or approval of any application as required by Ordinance MC-2304.

4. If there are insufficient funds in the depositor's escrow account to pay all pending bills attributable to the aforementioned project, depositor shall be notified by the appropriate agency and requested to make an additional deposit into the escrow account.
5. Depositor understands that if it fails to make any additional deposit required, depositor's application shall be denied.
6. Any additional deposits shall be made to the Treasurer, City of Camden in accordance with the terms set forth herein unless otherwise agreed to by the depositor and the approving agency.
7. All excess funds shall be returned to depositor within thirty (30) days of the issuance of a certificate of occupancy.
8. The City of Camden shall not be required to pay interest on any sums held pursuant to this agreement.

IN WITNESS WHEREOF the undersigned hereby accepts the terms and conditions of this agreement.

Dated:

Applicant or authorized signature

CITY OF CAMDEN
**SCHEDULE OF
PLANNING AND ZONING BOARD FEES**

I. ZONING PERMIT AND ZONING BOARD FEES

- A. Zoning Permit Applicationsee attached application
- B. Zoning Board: Use Variance \$100.00 + \$10.00 property listing
 - Bulk Variance \$50.00 + \$10.00 property listing
 - Interpretation \$25.00
 - Appeal \$25.00

II. PLANNING BOARD FEES

A. SUBDIVISION*

- 1. Minor Subdivision (6 Lots or Less)
 - Application Fee \$100.00
 - Engineer Review (Escrow Account) \$300.00*
- 2. Major Subdivision (Preliminary Plot)
 - Application Fee \$300.00
 - Engineer Review (Escrow Acct.) \$500.00 + 100.00 per lot created*
- 3. Major Subdivision (Final)
 - Application fee \$200.00
 - Engineer Review (Escrow Acct.) \$500.00 + 100.00 per lot created*

B. SITE PLAN

- 1. Preliminary Application (Review) . . \$ 300.00 for .50 acre or less
\$ 500.00 for .50 acre or more
- 2. Engineer Review (Escrow Account) . \$ 750.00 for .50 acre or less*
\$1500.00 for .50 acre or more*
- 3. Final Application \$ 200.00
- 4. Engineer Review (Escrow Account) . \$ 500.00 for .50 acre or less*
\$ 750.00 for .50 acre or more*

C. SIGN PERMIT

- 1. Sign Permit Application \$ 50.00 (see Zoning Permit Application)
- 2. Sign Variance Application \$100.00 + \$10.00 property listing

****REVIEW FEES MAY EXCEED ESCROW DEPOSIT***

**(PURSUANT TO THE CODE OF THE CITY OF CAMDEN
ARTICLE I, SECTION 233-4)**

APPLICANT shall complete section A and submit section B to the City of Camden Tax Office, First Floor, Room 117, City Hall for completion. Upon completion, this form shall be submitted with the Site Plan application. (see *Lydia Laracuente* or *Rose Doss*)

SECTION A

OWNER

Name of OWNER of Property _____

Address _____

Street Address for Tax Search _____

Block No. _____

Lot No. _____

SECTION B

TAX OFFICE

An application for a Zoning/Sign permit has been submitted to the Division of Planning. Please check your records to ascertain the current tax status.

I HEREBY CERTIFY THAT THE PROPERTY TAXES/ASSESSMENTS ARE:

(Please check) _____ UP TO DATE _____ OWED

Taxes are not paid for _____
year quarters

year quarters

COMMENTS: _____

DATED: _____

PREPARED BY: _____