



**Borough of Lindenwold**  
**15 N. White Horse Pike**  
**Lindenwold, New Jersey 08021**  
**(856) 783-2121**

**MINOR SUBDIVISION APPLICATION**

The Joint Land Use Board meetings are held on the fourth Thursday of each month at 6:00 P.M. in the Lindenwold Borough Hall.

**Plans must be submitted to this office with application fees (see list attached).**

Plans must be submitted at least **(28)** days prior to the meeting to begin engineer review

Borough Engineer:

Environmental Resolutions, Inc.

815 East Gate Drive Suite 103

Mt. Laurel, NJ 08054

Ph: 856-235-7170 Fax: 856-273-9239 Contact Person: Mr. Jeff Hanson, P.E., C.M.E.

**CORPORATIONS MUST BE REPRESENTED BY COUNSEL**

Submit (18) copies of completed Borough application and plans.

When Variances are requested, a list of property owners must be obtained. Property owners must be notified (10) days prior to the meeting date. (Certified Return Receipt)

Legal notice must be placed in one of the following newspaper for (1) day, (10) days prior to the meeting date.

**Courier Post** (publishes daily)

301 Cuthbert Blvd.

Cherry Hill, NJ 08002

Phone: 888-516-9220

Fax: 856-663-3190

**Central Record** (publishes weekly)

P.O. Box 290

Blackwood, NJ 08012

Phone: 609-654-5000

Fax: 609-654-9126

**PLEASE NOTE:** When County roads are involved, applicant must complete the County application and submit application form in quadruplicate to the Joint Land Use Board secretary along with the Minor Subdivision application.

**This office will not accept fees for the County**

Submit County fee to: Treasurer of Camden County, Division of Planning, Department of Public Works, Charles J. DePalma Complex, 2311 Egg Harbor Road, Lindenwold, NJ 08021.

Borough of Lindenwold

### **MINOR SUBDIVISION APPLICATION FEES:**

|                       |          |
|-----------------------|----------|
| Minor Subdivision     | \$200.00 |
| Variance              | \$200.00 |
| Property Owner List   | \$10.00  |
| Sidewalk/Curb Waiver  | \$100.00 |
| Request for extension | \$50.00  |

#### Engineer Review Escrow Fee:

|                      |           |
|----------------------|-----------|
| Minor Subdivision    | \$1500.00 |
| Sidewalk/Curb Waiver | \$250.00  |

#### **Engineer Inspection Fee:**

Performance bond and construction inspection fee (estimate by Borough Engineer)  
inspection fee is 5% of construction value of improvements to be bonded.

**Applicant will submit two (2) checks, one (1) for application and one (1) for escrow fee. Checks made payable to the "Borough of Lindenwold".**

Borough of Lindenwold

## **MINOR SUBDIVISION**

Any Subdivision resulting in not more than (4) lots, not involving any new street or road or the extension of Municipal improvements for the common use of residents in the proposed subdivision, and not adversely affecting the development of the remainder of the parcel or adjoining property and not in conflict with any provisions or portion of the Master Plan, Official Map and Zoning Ordinance.

Borough of Lindenwold

**JOINT LAND USE BOARD APPLICATION FOR:** Minor Subdivision ( )  
Variance ( )

**APPLICATION NO.** \_\_\_\_\_ **DATE SUBMITTED** \_\_\_\_\_

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

Phone # \_\_\_\_\_

Name and address of present owner (IF OTHER THAN ABOVE)

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone # \_\_\_\_\_

Interest of Applicant if other than owner \_\_\_\_\_

Location of Subdivision \_\_\_\_\_

Block(s) \_\_\_\_\_ Lot(s) \_\_\_\_\_ Neighborhood or Section \_\_\_\_\_ Street \_\_\_\_\_  
Zone \_\_\_\_\_

Number of proposed Lots \_\_\_\_\_

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

**DEVELOPMENT PLANS:** Sell lots only (YES) \_\_\_\_\_ (NO) \_\_\_\_\_

Construct houses for sale (YES) \_\_\_\_\_ (NO) \_\_\_\_\_

Other \_\_\_\_\_

Proposed Density \_\_\_\_\_

Number of dwelling units per net acre\* \_\_\_\_\_

\*Gross acre less area for Right-of-way, Easements and other Improvements.

**Name and address of person preparing Sketch Plat**

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

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

I certify that this application and map attached hereto (was or was not) duly approved by Resolution of The  
Joint Land Use Board of The Borough of Lindenwold at a meeting held on the

\_\_\_\_\_ Day of \_\_\_\_\_ 2\_\_\_\_\_.

\_\_\_\_\_  
Board Secretary

Borough of Lindenwold

TO THE JOINT LAND USE BOARD PETITION FOR:

VARIANCE \_\_\_\_\_ WAIVER \_\_\_\_\_

Name of Applicant \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Applicant is the Owner ( ), Tenet ( ) of the following described property:

\_\_\_\_\_

Assessment Map: Plate \_\_\_\_\_ Block(s) \_\_\_\_\_ Lots(s) \_\_\_\_\_

\_\_\_\_\_

Present use of land or building \_\_\_\_\_

\_\_\_\_\_

Desired use of land or building \_\_\_\_\_

\_\_\_\_\_

**NOTE:** Has this property ever been the subject of an Application before the  
Planning Board \_\_\_\_\_ Zoning Board \_\_\_\_\_

If yes, please give reason \_\_\_\_\_

\_\_\_\_\_

Applicant Desires the Following **VARIANCE/WAIVER:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF APPLICANT

Borough of Lindenwold

## **BOROUGH OF LINDENWOLD**

### **TAX CERTIFICATION FORM**

**NOTE:\*\*\*ADDRESS, BLOCK AND LOT MUST BE FILLED OUT BY APPLICANT**

Address \_\_\_\_\_

Block(s) \_\_\_\_\_ Lot(s) \_\_\_\_\_

**ASSESSED OWNER** \_\_\_\_\_

I hereby certify that the taxes on the above are paid as of \_\_\_\_\_ through \_\_\_\_\_

Next quarter due on or before \_\_\_\_\_

\_\_\_\_\_  
**LINDENWOLD TAX**

\_\_\_\_\_  
**DATE**

### **SEWER UTILITY**

I certify that the above mentioned property

Pays \_\_\_\_\_ a year, \_\_\_\_\_ a quarter

They are currently paid from \_\_\_\_\_ to \_\_\_\_\_

The next regular payment of \_\_\_\_\_ is due on or before \_\_\_\_\_

\_\_\_\_\_  
**LINDENWOLD SEWER UTILITY**

\_\_\_\_\_  
**DATE**

### **CCMUA**

I certify that the above mentioned property

Pays \_\_\_\_\_ a year, \_\_\_\_\_ a quarter

They are currently paid from \_\_\_\_\_ to \_\_\_\_\_

The next regular payment of \_\_\_\_\_ is due on or before \_\_\_\_\_

\_\_\_\_\_  
**CCMUA**

\_\_\_\_\_  
**DATE**

Borough of Lindenwold

**AFFIDAVIT OF OWNERSHIP**

**“MUST BE COMPLETED AND RETURNED”**

Name of Company/Organization \_\_\_\_\_

Is Company a Corporation? (YES) \_\_\_\_\_ (NO) \_\_\_\_\_

Name of State of which Incorporated \_\_\_\_\_:

Is Company a Partnership? (YES) \_\_\_\_\_ (NO) \_\_\_\_\_

**Please list ANY and ALL individuals who are “OWNERS” (FULL OR PART) of the Company/Organization, and if a Non-Profit Organization, list ALL Board Members:**

**PLEASE PRINT:**

| NAME  | ADDRESS | TITLE |
|-------|---------|-------|
| _____ | _____   | _____ |
| _____ | _____   | _____ |
| _____ | _____   | _____ |
| _____ | _____   | _____ |
| _____ | _____   | _____ |
| _____ | _____   | _____ |
| _____ | _____   | _____ |
| _____ | _____   | _____ |

The above information is true and correct to the best of my knowledge:

\_\_\_\_\_  
Signature and Title

\_\_\_\_\_  
Please **PRINT** Name and Title

Borough of Lindenwold

# JOINT LAND USE BOARD

To Whom It May Concern:

This is to inform all interested parties that the said persons listed below have been given a copy of “Notice to Property Owners” on \_\_\_\_\_  
 Stating that a public hearing will be held on \_\_\_\_\_  
 before the Joint Land Use Board at the Municipal Building, Lindenwold, NJ in connection with an appeal  
 for a Variance to the Ordinance for building a \_\_\_\_\_  
 \_\_\_\_\_  
 on the property at \_\_\_\_\_

**PLEASE PRINT**

NAME

## ADDRESS

[illegible]

Date \_\_\_\_\_ Signature \_\_\_\_\_

\_\_\_\_\_ personally appeared before me, on \_\_\_\_\_  
residing at \_\_\_\_\_  
who states under oath that he/she is the petitioner of the above "Notice to Property Owners" and has made  
known to them of his/her desire and intentions.

Sworn and subscribed before me on this \_\_\_\_\_ day of \_\_\_\_\_ 2\_\_\_\_\_



Borough of Lindenwold

### NOTICE TO PROPERTY OWNERS

In accordance with the requirements of the Borough of Lindenwold Joint Land Use Board, you are hereby notified that a "Petition of Appeal" has been filed by the undersigned with the Secretary of the Joint Land Use Board and is available for examination in the office of the Secretary.

A public hearing will be conducted before the Joint Land Use Board in connection with this appeal in the Municipal Building, Lindenwold, NJ on the \_\_\_\_\_ day of \_\_\_\_\_ 2 \_\_\_\_\_ at \_\_\_\_\_ p.m.

### Property Involved

Street and No. \_\_\_\_\_  
Assessment Map: Plate \_\_\_\_\_ Zone \_\_\_\_\_  
Block(s) \_\_\_\_\_ Lot(s) \_\_\_\_\_  
Present Use: \_\_\_\_\_  
Desired Use: \_\_\_\_\_  
\_\_\_\_\_

### Nature of Relief or Variance Desired

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

\_\_\_\_\_  
Date

Address \_\_\_\_\_  
\_\_\_\_\_

Borough of Lindenwold

## FORM FOR PUBLIC ADVERTISEMENT

Advertisement to appear in the newspaper at least (10) days prior to the Joint Land Use Board meeting and this will not include the meeting day. This notice must run for (1) day only.

### Notice

Take notice that the undersigned has applied to the Joint Land Use Board of the Borough of Lindenwold for \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

To be built at \_\_\_\_\_  
Block(s) \_\_\_\_\_ Lot(s) \_\_\_\_\_

A public hearing will be held on \_\_\_\_\_ - \_\_\_\_\_  
Date Time

At the Municipal Building, Lindenwold, NJ, at which time you may appear either in person or by attorney and present any objections you may have to this petition. This application and supporting documents are on file in the office of the Board Secretary and are available for inspection during normal business hours.

\_\_\_\_\_  
Name of Applicant

\_\_\_\_\_

\_\_\_\_\_  
Address