

MAJOR SITE PLAN CHECK LIST

- X Township Application Form (4 copies) MUST be signed by applicant and owner.
- N/A County Form (2 copies) signed. PLEASE FILL IN THE CHECK LIST. FAILURE TO DO SO WILL CAUSE YOUR APPLICATION TO BE REJECTED.
(County application is currently under review by the County)
- X Township Fees: 1. Nonrefundable Filing Fee – \$1,000.00
2. Major site plan preliminary approval.
Nonresidential: \$6,000 plus \$300 per acre or fraction thereof; or
Residential: \$6,000 plus \$100 per dwelling unit.
3. Major site plan final approval.
Nonresidential: \$6,000 plus \$150 per acre or fraction thereof; or
Residential: \$6,000 or \$50 per dwelling unit.

Note: Please submit the above fees in two separate checks, made out to "Monroe Township".

N/A County Fees: Please see County Application Form for proper fees. Checks must be made out to "Gloucester County".

To be provided Certificate of Filing (If property is located in the Pineland Area)

- X Updated Tax Statement (obtain from the Tax Collector's Office)
- X Corporate/Partnership Disclosure (If Applicable)
Also, provide a certified resolution authorizing this development and stating the authorized agent.
- X W-9 Form (Taxpayer Identification Number and Certification)
- N/A Deed Restrictions or Protective Covenants (If Applicable) 4 copies.
- N/A Agreement of Sale or Lease (If applicant is not owner)
- X Number of Required Plans: 1. 9, signed by Owner and Applicant (Waiver requested as to signatures; (This includes the required copies for the County Planning Board) will be provided as condition of approval)
2. ~~12~~ Five (5) of reduced size 11" x 17"
3. email a PDF of plan to dfarrell@monroetownshipnj.org
- N/A Architectural Prints – 3 copies of preliminary architectural plans and elevations
- N/A Drainage Calculations – 6 copies
- N/A Environmental Assessment – 6 copies
- N/A Traffic Study – 6 copies

IMPORTANT

DO NOT FORWARD YOUR APPLICATION TO THE COUNTY PLANNING BOARD
BRING YOUR ENTIRE APPLICATION TO THE MONROE TOWNSHIP PLANNING BOARD.
WE WILL FORWARD THE APPLICATION TO THE COUNTY FOR YOU. FAILURE TO
ADHERE TO THIS PROCEDURE WILL CAUSE DELAYS TO YOUR APPLICATION.