

LAND USE BOARD FRANKLIN TOWNSHIP – HUNTERDON COUNTY



202 Sidney Rd.
Pittstown, NJ 08867
Phone 908-735-5215

Application Packet

Current 2021

Contains the following:

1. Instructions for filing
2. Site Plan/Subdivision Application
3. Variance/Interpretation/Appeal Application
4. Land Use Fees
5. Escrow Agreement
6. Form W-9
7. Tax Status Form
8. Development Review Checklist
9. Official Zoning Map
10. Schedule of Zoning Requirements
11. Instructions for noticing

Instructions for Filing

Step 1. The parties seeking relief from provisions of the Franklin Township Ordinance should first make application to the Township Code Enforcement Officer, who is also the Zoning Officer.

Step 2. File a written appeal or application with the Land Use Board. Fifteen (15) copies of the application, including maps and pertinent forms shall be submitted. All appeals and applications must be filed in writing. Applications are available from the Land Use Board Clerk at the Municipal Building, 202 Sidney Road, Pittstown, NJ or online at www.franklin-twp.org

A scale drawing and plot plan should be included with the application. Care should be taken in completing the application to include appropriate references to the zoning ordinance.

If the owner of the property is not the applicant, the owner of the property, as well as the applicant must sign the application.

No application will be placed on the agenda unless it is received by the clerk with the application fee, escrow fee, and attachments applicable.

Step 3. Obtain a list of all property owners within 200' feet of the property affected. A certified list of names and addresses of all property owners situated within or outside the municipality or municipalities, whose property or properties are located within 200' of the property must be obtained from the Franklin Township Tax Assessor for a fee of \$10.

Step 4. You will be notified by the planning board clerk when your application has been reviewed by the township engineer and will then be given a hearing date.

Step 5. At least 10 days before the hearing date property owners within 200' must be noticed and a public notice shall be published by the applicant in the Hunterdon County Democrat.

LAND USE BOARD FRANKLIN TOWNSHIP – HUNTERDON COUNTY



202 Sidney Rd.
Pittstown, NJ 08867
Phone 908-735-5215

Application for Site Plan or Subdivision

Name of Applicant: _____
Address: _____

Telephone number: _____
Email Address: _____

Attorney for Applicant: _____
Address: _____

Telephone number: _____
Fax Number: _____
Email Address: _____

Is the Applicant the Owner of the Property? YES _____ NO _____

If "NO", Name of Owner: _____
Address: _____

Telephone number: _____
Email Address: _____

Description of Property: Tax Map Block _____ and Lot: _____

Physical Address/Location: _____

Zone: _____ **Acreage:** _____ **Frontage:** _____ **Lot Depth:** _____

Existing Structures and Improvements: _____

Existing Easements: _____

Existing Variances: _____

If variances are required for the proposed development, are they included with this application, or submitted separately? Included: _____ Separate application: _____ N/A: _____

Does the development involve any new streets or extensions of Township facilities? _____

Purpose of development:

Single Property Sale: _____

Home or Farm: _____

Industry: _____ If yes, describe: _____

Other, describe: _____

Name and Contact information of Engineer or Surveyor, if applicable: _____

Phone/Fax/Email: _____

Attach a completed copy of the Development Review Checklist and all submissions required therein.

Applicants Name (print): _____ Date: _____

Applicants Signature: _____

Owners Name (if different from above, print): _____

Consent: I hereby consent to the above application, on _____ Date: _____

Owners Signature: _____

Date Received: _____

**LAND USE BOARD
FRANKLIN TOWNSHIP – HUNTERDON COUNTY**



Catherine Innella, LUB Clerk
202 Sidney Rd.
Pittstown, NJ 08867
Phone 908-735-5215

**Application for Variance, Appeal from Decision of Zoning Officer or
Request for Interpretation**

Name of Applicant: _____
Address: _____

Telephone number: _____
Email Address: _____

Attorney for Applicant: _____
Address: _____

Telephone number: _____
Fax Number: _____
Email Address: _____

Is the Applicant the Owner of the Property? YES _____ NO _____

If "NO", Name of Owner: _____
Address: _____

Telephone number: _____
Email Address: _____

Description of Property: Tax Map Block _____ and Lot: _____

Physical Address/Location: _____

Zone: _____ **Acreage:** _____ **Frontage:** _____ **Lot Depth:** _____

Existing Structures and Improvements: _____

Previous Applications:

Have there been any previous application involving this property made to the
Land Use Board? YES _____ NO _____ Unknown _____

If "YES", please provide the date, name of applicant, nature of the application and determination
of the board: _____

Appeal:

If this application is an appeal from any order, requirement, decision or refusal made by
an administrative officer, based on, or made in the enforcement of the Zoning Ordinance,
(N.J.S.A. 40:55-70a), state:

Ruling of Officer: _____

(Attach a copy, if available)

State facts, reasons or arguments supporting relief from the Zoning Officers decision: ____

Interpretation:

If this application is a request for an interpretation of the zoning map or ordinance, or for
decisions upon other special questions upon which this board is authorized to act by any
special zoning or official ordinance (N.J.S.A. 40:55D-70b), state the interpretation
requested, with reference to the specific map or ordinance: _____

Variance:

For each variance requested, under N.J.S.A. 40:55C, list the following:

Zoning Requirement: _____

Requested Variance: _____

Variance Class: _____

Reason for Variance: _____

Positive Impact: _____

Negative Impact: _____

Zoning Requirement: _____

Requested Variance: _____

Variance Class: _____

Reason for Variance: _____

Positive Impact: _____

Negative Impact: _____

Zoning Requirement: _____

Requested Variance: _____

Variance Class: _____

Reason for Variance: _____

Positive Impact: _____

Negative Impact: _____

Copies of this page may be included for additional variances.

See Appendix A. Franklin Township Ordinance 310-49, Variance Power for more information.

Attach a completed copy of the Development Review Checklist and all submissions required therein.

Applicants Name (print): _____ Date: _____

Applicants Signature: _____

Owners Name (if different from above, print): _____

Consent: I hereby consent to the above application, on _____ Date: _____

Owners Signature: _____

Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ► _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
6 City, state, and ZIP code	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
				-			-		
or									
Employer identification number									
				-					

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person ►

Date ►

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting*, later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the instructions for Part II for details),
3. The IRS tells the requester that you furnished an incorrect TIN,
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships*, earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. Individual. Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note: ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. Sole proprietor or single-member LLC. Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. Partnership, LLC that is not a single-member LLC, C corporation, or S corporation. Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. Other entities. Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. Disregarded entity. For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation
• Individual	Individual/sole proprietor or single-member LLC
• Sole proprietorship, or	
• Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	
• LLC treated as a partnership for U.S. federal tax purposes,	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or	
• LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	
• Partnership	Partnership
• Trust/estate	Trust/estate

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)

2—The United States or any of its agencies or instrumentalities

3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

4—A foreign government or any of its political subdivisions, agencies, or instrumentalities

5—A corporation

6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession

7—A futures commission merchant registered with the Commodity Futures Trading Commission

8—A real estate investment trust

9—An entity registered at all times during the tax year under the Investment Company Act of 1940

10—A common trust fund operated by a bank under section 584(a)

11—A financial institution

12—A middleman known in the investment community as a nominee or custodian

13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.SSA.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/Businesses and clicking on Employer Identification Number (EIN) under Starting a Business. Go to www.irs.gov/Forms to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to www.irs.gov/OrderForms to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code*, earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor ²
5. a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee ¹ The actual owner ¹
6. Sole proprietorship or disregarded entity owned by an individual	The owner ³
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor ⁴
For this type of account:	Give name and EIN of:
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity ⁴
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee

For this type of account:	Give name and EIN of:
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships*, earlier.

***Note:** The grantor also must provide a Form W-9 to trustee of trust.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at spam@uce.gov or report them at www.ftc.gov/complaint. You can contact the FTC at www.ftc.gov/idtheft or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see www.IdentityTheft.gov and Pub. 5027.

Visit www.irs.gov/IdentityTheft to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

LAND USE BOARD APPLICATION FEES

Each application or appeal to the Land Use Board shall be accompanied by payment of a fee. The fees are nonrefundable and are as shown on the attached Schedule A. (Please note that Schedule A will be changed from time to time by ordinance. Make sure that you refer to the most recent ordinance regarding fee schedules.)

Schedule A	
Application Fees	
Application For	Fees
Minor subdivision	
Creation of new lot, each	\$100 plus \$75, remaining land
Variance application, each	\$250
Major subdivision	
Sketch, per lot	\$50
Preliminary, per lot	\$500, plus \$200 each new lot
Final, per lot	\$500, plus \$200 each new lot
Variance, per request	\$250
Site plan	
Preliminary	
Minor/waiver	\$50
Major	
Nonresidential	\$750 + \$250/acre, plus \$0.05 per square foot of new building, plus \$0.01 per square foot of disturbance
Residential, per lot	\$750+\$250/acre, plus \$20/Dwelling Unit
<u>Maximum Preliminary Fee: \$20,000</u>	
Final	
Major	
Nonresidential	50% of preliminary major site plan fee
Residential, per lot	50% of preliminary major site plan fee
<u>Maximum Final Fee: \$10,000</u>	
Change of use	\$150
Appeal pursuant to N.J.S.A. 40:55D-70(a)	\$75

Schedule A
Application Fees

Application For	Fees
Appeal pursuant to N.J.S.A. 40:55D-70(b)	\$75
Appeal pursuant to N.J.S.A. 40:55D-70(c)	\$250 plus \$150 per meeting
Appeal pursuant to N.J.S.A. 40:55D-70(d)	\$250 plus \$150 per meeting plus cost of transcript
Informal/conceptual review	\$100
Formal (professional) review	\$1,500 escrow, plus \$100 per meeting (single-family) or \$300 per meeting (all others)
Extension of approval request	No charge
Resubmission for amended approval	20% of original fee
Application to Land Use Board for property rezoning	\$500
Tax Map changes	\$150, plus \$50 per lot
Environmental impact statement filing fee	No charge
Boundary line adjustments involving the relocation of lot lines among two or more lots where no new building lot is created	\$200
Request for special meeting of Land Use Board	\$750, \$100 of which is paid as a nonrefundable administrative charge; the Land Use Board shall have the right to waive this fee if it is deemed appropriate

*Township of Franklin, NJ
Thursday, February 25, 2021*

Chapter 225. Land Use Fees

Article I. Application Fees; Escrow Accounts

§ 225-2. Escrow fees.

[Amended 9-8-1994 by Ord. No. 94-9]

- A. In addition to the foregoing nonrefundable application fees, all applications for development shall establish one or more escrow accounts with the municipality to cover all professional and expert review and consultation fees and services of the municipality, including testimony and costs of certified reporters and transcripts, associated with the review and processing of the application. The escrow fees shall be required for all applications for development, and also for appeals pursuant to the Franklin Township ordinances.
- B. At the time of submitting an application for development and periodically thereafter, the applicant shall deposit to the escrow account the amounts hereinafter provided and shall execute an escrow agreement. The escrow agreement shall be in a form prescribed by the Land Use Board, or the municipal governing body, as applicable. The current form of escrow agreement to be used with all developments is found at the end of this chapter and is adopted herein. All application fees and escrow deposits must be paid prior to certification that the application is complete. In the event that the amounts required to be posted by this chapter are not sufficient to cover the municipality's estimated anticipated professional charges associated with the application, the Land Use Board, or municipal governing body shall request additional escrow funds.
[Amended 11-1-2001 by Ord. No. 2001-11]
- C. After development approval and prior to commencement of any construction or issuance of any certificate of occupancy, the applicant shall enter into a development agreement with the municipality and deposit to the escrow account an amount sufficient to pay for professional services in connection with the development agreement.
- D. Following approval of a major subdivision or site plan and prior to commencement of construction, the applicant shall deposit to the escrow account an amount sufficient to pay for anticipated inspection fees and any anticipated additional professional review services.
- E. The Township Chief Financial Officer shall advise the administrative assistant of all escrow deposits made by any applicant, and the amount thereof. If additional escrow funds are required, the administrative assistant shall notify the applicant of the amount required. If there is a refusal or failure to make payment, the administrative assistant shall notify the approving authority, and the Land Use Board, municipal governing body or municipal professionals and consultants shall take no further action on the application.
- F. "Total cost of improvements," as utilized hereinafter in §§ 225-4 and 225-5, shall be defined as the total estimated construction costs that the Township could reasonably expect to pay a contractor to perform the work required by either subdivision or site plan review and approval and shall be the same amount as required for a performance bond, excluding costs of engineer stakeout, contingencies and cost of escalation during the performance period.

LAND USE BOARD ESCROW FEES

The escrow amounts to be applied to subdivision and variance review are shown on the attached Schedule B. (Please note that Schedule B will be changed from time to time by ordinance. Please reference the most recent ordinance regarding subdivision and escrow amounts.)

Schedule B

Subdivision and Variance Escrow Fees

Escrow Account	Fee
Subdivision and variance	
Subdivision and review sketch plan/minor subdivision/boundary line change/merger	\$1,500 per lot
Major subdivision, preliminary	\$1,500 per lot
Variance applications not associated with applications for subdivision of land or site plan review	
N.J.S.A. 40:55D-70a	\$500
N.J.S.A. 40:55D-70b	\$500
N.J.S.A. 40:55D-70c	\$1,000
N.J.S.A. 40:55D-70d	\$1,500
Relating to size of design	\$500
Variance applications associated with a site plan review brought before Land Use Board	\$1,500
Applications to Land Use Board for property rezoning	
10 acres or less	\$1,250
More than 10 acres	\$2,500
Submission of environmental impact statement	\$300
Site plan	
Preliminary	
Change of use	\$500

*Township of Franklin, NJ
Thursday, February 25, 2021*

Chapter 225. Land Use Fees

Article I. Application Fees; Escrow Accounts

§ 225-4. Site plan review escrow accounts.

[Amended 9-8-1994 by Ord. No. 94-9; 12-6-2001 by Ord. No. 2001-14]

- A. The escrow amount for site plan applications shall be a minimum of \$4,000 or 3% of the estimated cost of all site improvements, exclusive of all buildings, whichever is greater. The applicant shall submit its engineer's estimate of the cost of proposed site improvements with its application for site plan approval.
- B. In the event that the escrow fee calculated hereunder exceeds \$20,000, the applicant shall establish an initial escrow account of \$20,000, which account shall be replenished to reestablish a balance of \$20,000 within 10 business days of notice to the applicant by the administrative assistant that its remaining escrow balance is \$10,000 or less.

§ 225-5. Construction and final inspection escrow accounts.

[Amended 9-8-1994 by Ord. No. 94-9]

All land use improvement applications requiring construction and final inspection of improvements shall provide an inspection escrow. The escrow amounts shall be based on the percentage of the total costs of improvements as shown on the attached Schedule C. (Please note that Schedule C will be changed from time to time by ordinance. Be sure to reference the most recent ordinance on inspection escrow amounts.)

Schedule C Construction and Final Inspection Escrow Fees

Final Inspection	Fees
Total cost of Improvement	
Less than \$5,000	\$1,000
\$5,000 to \$10,000	\$2,000
\$10,001 to \$50,000	\$3,000
\$50,001 to \$75,000	\$4,000
\$75,001 to \$100,000	\$5,000
More than \$100,000	\$6,000 plus 4% of the excess over \$100,000

§ 225-6. Replenishment of escrow balance.

[Amended 9-8-1994 by Ord. No. 94-9; 12-6-2001 by Ord. No. 2001-14]

The escrow associated with each application shall be replenished whenever the escrow account is reduced by charges billed against the account to 50% or less of the original amount. The administrative assistant shall notify the applicant of the requirement to replenish the escrow, and the applicant shall be required to deposit the required sum within 10 business days. No further consideration, review, processing or inspection shall be performed by or on behalf of the Board until the additional escrow has been paid.

§ 225-7. Account of escrow deposits.

[Amended 9-8-1994 by Ord. No. 94-9]

- A. The applicant may request an accounting of the expenses or fees paid by him for professional review, in writing, to the administrative assistant. The applicant shall be responsible for any costs incurred by the municipality in having its professional and administrative staff prepare an accounting of the fees expended.
- B. In the event that the applicant believes the fees charged to be unreasonable, the applicant shall pay such fees under protest, the Land Use Board shall hear and decide at a public hearing whether such fees are reasonable, and the applicant may appeal the decision of the Land Use Board to the municipal governing body, provided that the applicant shall provide the governing body with that portion of the transcript of the Land Use Board hearing on fees, at the applicant's cost, and the appeal shall be on the record made before the Board. The governing body shall consider the appeal in accordance with the provisions of N.J.S.A. 40:55D-17.

§ 225-8. Use and return of escrow balance.

- A. The Township Engineer, planning consultant or approving agency attorney and any other professional engaged by the Board in connection with the application shall submit vouchers for all fees for examination, review or testimony to the approving agency for approval, after which the bill shall be forwarded to the Township and shall be paid in the ordinary manner.
- B. If any money deposited in the escrow account is unexpended upon completion of the project and the satisfactory completion of the maintenance period, if any, or phased section in the case of a sectionalized application, said amount shall be returned to the applicant or, at the developer's request, be applied to the next phase. All interest accrued on escrowed funds shall be paid to the Township to defray the costs of administrative expenses unless said interest is required to be returned to the applicant pursuant to N.J.S.A. 40:55D-1 et seq.

§ 225-9. Request for special meeting; administrative charge.

An applicant may request a special meeting. The Board shall schedule such special meeting(s) at a date and time convenient to the applicant, the Board and the public. There shall be paid to the Township, prior to the meeting, a special meeting escrow deposit of \$750, \$100 of which shall be paid as a nonrefundable administrative charge. If the applicant has in escrow at the time of the request for a special meeting more than \$750 net of any vouchers presented or to be presented, then no additional special meeting deposited shall be required. If the special meeting is continued for additional hearings or additional review which requires further professional services to the Board, the applicant shall, if the applicant's escrow is less than \$750 at the time of the next meeting, post with the Township an additional \$750 for each of said additional hearings.

§ 225-10. Wireless towers and antennas.

	Application Fee/Escrow Amount	
	Application Fee	Escrow Amount
If no new tower is proposed	\$1,000	\$2,000
If a new tower is proposed	\$5,000	\$5,000

LAND USE FEES

225 Attachment 1

Township of Franklin

**Hunterdon County
202 Sidney Road
Pittstown, N.J. 08867**

Escrow Agreement

[Amended 12-7-1989 by Ord. No. 89-13; 11-1-2001 by Ord. No. 2001-11]

THIS agreement made this _____ day of _____, 200__ (hereinafter referred to as the "Agreement") between _____ hereinafter referred to as "Applicant" and the Township Committee of the Township of Franklin, hereinafter referred to as "Township."

WITNESSETH:

WHEREAS, the Applicant is proceeding for approval of a minor or major subdivision, site plan or variance, affecting Block # _____ Lot # _____ Street _____ and,

WHEREAS, the Applicant is required to establish an escrow for services of professionals employed by the Township's Land Use Board and Board of Adjustment (together and separately "the Board"), who will be paid by the Applicant pursuant to N.J.S.A. 40:55-D-53.2 and Chapter 87 Section 87-2 of the Code of The Township of Franklin, and, WHEREAS, it is appropriate to establish the Applicant's escrow obligations between the Applicant and the Township.

NOW THEREFORE, it is agreed as follows:

Section I. PURPOSE.

The purpose of this Agreement is to confirm by binding contract between the Applicant and the Township the Applicant's statutory and ordinance obligation to establish and to maintain an escrow account for payment of professionals employed by the Board for review of applications for development, review and preparation of documents, inspection of improvements or other purposes under the provisions of N.J.S.A. 40:55D-1 et seq. in connection with the Applicant's application to such Board.

Section II. ESCROW ESTABLISHED.

The Applicant, Board, and Township, in accordance with the provisions of this Agreement and the requirements of N.J.S.A. 40:55D-53.2 and Chapter 87 of the Code of Franklin Township

FRANKLIN CODE

hereby create an escrow to be established with the chief financial officer or his designee of the Township of Franklin.

Section III. ESCROW FUNDED.

Applicant, upon execution of this Agreement shall pay to the Township, to be deposited with the chief financial officer or his designee, referred to in Section II, such sums as are required by the Code of the Township of Franklin and by amendments thereto. Execution of this Agreement by the Township acknowledges receipt of the sums referred to under this paragraph.

Section IV. INCREASE IN ESCROW FUND.

The escrow associated with each application shall be replenished whenever the original escrow is reduced by charges billed, and or paid, against the account to 50% or less of the original amount. The escrow administrator, on behalf of the chief financial officer or his designee, shall notify the Applicant of the requirement to replenish the escrow and the Applicant shall be requested to deposit, within 10 business days, a sum sufficient to pay all outstanding invoices and to reestablish the original escrow amount. No further consideration, review, processing or inspection shall be performed by or on behalf of the Board until the additional escrow has been paid.

The written notice referred to in this paragraph shall be sent to:

Name _____
Address _____

Section V. PROFESSIONALS.

The Board's professionals and outside consultants retained by the Board pursuant to N.J.S.A. 40:55D-53.2(a) shall submit vouchers monthly and upon the conclusion of their services. Said vouchers shall conform to the requirements established by the Township for vouchers of the types and kinds referred to under this paragraph. Said vouchers shall include the amounts of all fees and costs incurred in connection with the review of applications for development, review and preparation of documents, inspection of improvements or other purposes under the provisions of N.J.S.A. 40:55D-1 et seq. The chief financial officer or his designee shall prepare and send to the Applicant a statement which shall include an accounting of funds listing all deposits, interest earnings, disbursements, and the cumulative balance of the escrow account. This information shall be provided on a quarterly basis if monthly charges are \$1,000 or less or monthly if monthly charges exceed \$1,000.

LAND USE FEES

Section VI. BOARD REVIEW.

The Board shall review the vouchers submitted by the professionals to determine whether the services have been performed in an appropriate manner required by this Agreement. Upon making a determination that said services have been performed properly, the Board shall process said vouchers in the same manner and under the same terms as are normally employed for vouchers submitted for work performed on behalf of the Township. At the conclusion of this processing, the amounts specified in said vouchers shall be paid by the chief financial officer or his designee directly from the escrow established pursuant to this Agreement.

Section VII. APPLICANT'S OBJECTION.

If the Applicant disputes any charge made by a professional for services rendered to the Board in reviewing the application for development, reviewing and preparing documents, or inspecting improvements, the Applicant shall notify the Township in writing with copies to the chief financial officer or his designee, the Board and the professional whose charge the Applicant disputes. The Township shall attempt to resolve any disputed charges within a reasonable period of time. If the matter is not resolved to the satisfaction of the Applicant, the Applicant may appeal to the county construction board of appeals any charge to an escrow account by any municipal professional or consultant.

The right of appeal conferred by this section shall not relieve the Applicant of the responsibility of complying with any other section of this Agreement or applicable ordinances of the Township.

Section VIII. INTEREST ALLOCATIONS.

If an amount in excess of \$5,000 is deposited in accordance with this Agreement, the money, including the Applicant's portion of the interest earned thereon, shall continue to be the property of the Applicant and shall be held in trust by the Township of Franklin. The Township shall deposit all money received under this Agreement in a banking institution or savings and loan association in the State of New Jersey insured by an agency of the federal government, or in any other fund or depository approved for such deposits by the State of New Jersey, in an account bearing interest at the minimum rate currently paid by the institution or depository on time or savings deposits. The Township shall notify the Applicant in writing of the name and address of the institution or depository in which the deposit is made and the amount of the deposit. The Township is not required to refund interest earned on the deposit to the Applicant unless it exceeds \$100 for the year. If the amount of interest earned on the deposit exceeds \$100, that entire amount shall belong to the Applicant and shall be refunded to the Applicant annually or at the time the deposit is repaid or applied to the purposes for which it was deposited, except that the Township may retain for administrative purposes a sum equivalent to no more than 33 1/3% of that entire amount, which amount shall be in lieu of all other administrative and custodial expenses.

FRANKLIN CODE

Section IX. RETURN OF ESCROW BALANCES.

After the Board has granted final approval and signed the subdivision plat or site plan, as the case may be, the Applicant shall send written notice by certified mail to the chief financial officer or his designee, the Board and to the relevant municipal professional that the application has been completed. After receipt of such notice, the relevant municipal professional shall render a final bill to the chief financial officer or his designee within 30 days and shall send a copy simultaneously to the Applicant. The chief financial officer or his designee shall render a written final accounting to the Applicant on the uses to which the deposit was put within 45 days of receipt of the final bill. Any balances remaining in the escrow account, including interest in accordance with Section VIII of this Agreement, shall then be refunded to the Applicant along with the final accounting.

IN WITNESS WHEREOF the parties hereto have set their hands and seals the date first written above.

_____, Applicant

_____, Escrow Administrator

_____, Land Use Board Clerk

RECEIVED (date) _____

CHECK NUMBER: _____

BANK DRAWN UPON: _____

Franklin Township Hunterdon County

202 Sidney Road

Pittstown, NJ 08867

TAX STATUS

Date: _____

Block _____ Lot _____ Qualifer _____

Owner of Property _____

Taxes on the above stated property are paid through: (date) _____

_____ At this time, it appears that the taxes are delinquent

_____ At this time, it appears that the taxes are NOT delinquent

Remarks:

Signature of Tax Collector

SUBDIVISION OF LAND AND SITE PLAN REVIEW

310 Attachment 1

Township of Franklin

Development Review Checklist

[Amended 8-6-1987 by Ord. No. 87-26; 6-2-1988 by Ord. No. 88-8; 12-1-1988 by Ord. No. 88-14; 12-27-1990 by Ord. No. 90-9;
1-6-1992 by Ord. No. 92-1; 12-27-1996 by Ord. No. 96-32; 10-21-1999 by Ord. No. 99-13; 10-5-2000 by Ord. No. 2000-10;
6-7-2001 by Ord. No. 2001-05; 12-4-03 by Ord. No. 2003-12; 6-17-2004 by Ord. No. 2005-05; 12-29-2004 by Ord. No. 2004-25]

Application No. _____
Application Complete: Yes _____ No _____
As of: _____
Board Decision Required by: _____

Name of Owner(s) of Record: _____ Name of Applicant: _____
Property Location – Road: _____ Tax Map Sheet _____ Block _____ Lot(s) _____
Name of Project (if any): _____
Type of Application – Site Plan: _____ Subdivision: _____ Major: _____ Minor: _____
Escrow – Amount: \$ _____ Date Paid: _____ Signature of Applicant: _____

KEY:

X = Required on preliminary or final plats or plans

P = Required on preliminary plats only

F = Required on final plats or plans only

FRANKLIN CODE

		Site Plan			Subdivision		Variance/ Concept Plan	Remarks
		Minor	Major	Change of Use Site Plan	Minor	Major		
1.	Plats or drawings clearly and legibly drawn to a scale of not less than: 1 inch equals 50 feet	X	X	X	X	X	X	
2.	Plats or drawing to be prepared by and signed and sealed by a licensed N.J.P.E. or N.J.L.S., as appropriate	X	X	X	X	X		
3.	(a) 10 plats or drawings at one of the following sizes:	X	X	X	X	X	X	
	24 inches by 36 inches (to scale)							
	30 inches by 42 inches (to scale)							
	(b) 15 copies of the plats or drawings at a size of 8 1/2 inches by 17 inches (not to scale)	X	X	X	X	X	X	
	(c) Tract boundary, right-of-way lines and all easement areas, including bearing and distances and curve data at current Tax Map scale, applicant to confirm scale, along with digital copy.	X	F	X	X	F		
	(d) Single sheet showing entire tract at a scale of not less than 1 inch = 100 feet.	X	X	X	X	X		
4.	Title block showing name of project or subdivision, if any, and the name and address of the owner(s), the applicant and person(s) who prepared drawing.	X	X	X	X	X	X	
5.	Date of the plans and revision block identifying any and all subsequent revision.	X	X	X	X	X	X	
6.	A revision summary index for multiple plats or drawings on the cover sheet listing all sheets and the last revision date and number of the plan in the set.	X	P	X	X	X		

SUBDIVISION OF LAND AND SITE PLAN REVIEW

		Site Plan			Subdivision		Variance/ Concept Plan	Remarks
		Minor	Major	Change of Use Site Plan	Minor	Major		
7.	A Key Map showing the entire site, the surrounding area (at least 1,000 feet from the property) and any and all zone district boundary lines in the surrounding area.	X	P		X	P	X	
8.	Current Tax Map sheet, block and lot number(s) of the tract to be used or subdivided.	X	X	X	X	X	X	
9.	Written confirmation from the Franklin Township Tax Assessor that the proposed block and lot numbers have been reviewed and approved (with attached map).				X	X		
10.	The scale of each plat or drawing and detail, both written and graphic.	X	X	X	X	X	X	
11.	North arrow and reference for its source.	X	X	X	X	X	X	
12.	Written confirmation that a copy of the application with a complete set of plans has been submitted (directly) to the following Board professionals and outside agencies:							
	(a) Board Engineer	X	X	X	X	X	X	
	(b) Board Planner/Landscape Architect	X	X	X	X	X	X	
	(c) Board Attorney	X	X	X	X	X	X	
	(d) Environmental Commission		X			X		
	(e) Fire Districts (two copies)	X	X		X	X	X	
	(f) Hunterdon County Health Department		X		X	X		
	(g) Hunterdon County Planning Board		X		X			
	(h) Hunterdon County Soil Conservation District		X		X			
	(i) Construction Code Official	X	X		X	X	X	

FRANKLIN CODE

		Site Plan			Subdivision		Variance/ Concept Plan	Remarks
		Minor	Major	Change of Use Site Plan	Minor	Major		
13.	Certification that applicant is the owner of the land, authorized agent, or that owner has given consent.	X	X	X	X	X	X	
14.	A signature line for Municipal Board Chairman, Clerk and Board Engineer.	X	X		X	X	X(1)	(1) Variance applications only. Not required for concept plans.
15.	Certification that the plat complies with the Map Filing Law with the blank for required filing deadline.				X	F		
16.	Schedule of applicable zoning regulations pursuant to Chapter 220, Land Use, and proposed compliance and/or deviations.	X	X	X	X	P	X	
17.	Names of owners and lot and block numbers of all properties located within 200 feet of the entire tract.	X	X		X	P	X	
18.	Acreage of the entire tract to the nearest 1/100 of an acre, and acreage of adjacent properties to nearest acre. Notation for farm assessment, if applicable, for tract and adjacent properties.				X	P	X	
19.	A digital copy of the actual location of all fire protection tanks, drainage structures, and wells.		F			F		
20.	Bearings and distances of all existing and proposed property lines, in degrees, minutes and seconds and to 1/100 of a foot.	X	X		X	X	X	
21.	Area of each existing and proposed lot in square feet and acreage to 1/100 of an acre.	X	X		X	X	X	

SUBDIVISION OF LAND AND SITE PLAN REVIEW

		Site Plan			Subdivision		Variance/ Concept Plan	Remarks
		Minor	Major	Change of Use Site Plan	Minor	Major		
22.	Location and description of all monuments found, set or to be set; all lot monumentation shall be in accordance with the Map Filing Law.	X	X		X	P		
23.	(a) Minimum building setback lines (front, rear and side) on each lot.	X	X		X	X	X	
	(b) Net buildable areas of each lot in acres and square feet, excluding easements and areas outside the building envelope.				X	P	X	
24.	Existing and proposed contours at two-foot intervals within the site and 200 feet of the property. If the slope exceeds 10%, five-foot intervals are acceptable.	X	X		X	P	X	
25.	Sketch of remaining lands showing feasible future development of the entire tract.				X	P		
26.	(a) Location of all existing and proposed streets, property lines, rights-of-way and easements on the property and within 200 feet of the property.	X	X		X	P	X	(1) Only streets, property lines, rights-of-way, easements and driftways as approved on the site to be shown on the final drawings.
	(b) Location of all existing and proposed utility and conservation easements and driftways on the property. Descriptions and rights of all existing easements and driftways.	X	X(1)		X	X(1)	X	
	(c) School bus shelters and locations per § 310-110J.	X	X		X	X		
27.	Township Committee approval of proposed street names, in writing.		F			F		

FRANKLIN CODE

		Site Plan			Subdivision		Variance/ Concept Plan	Remarks
		Minor	Major	Change of Use Site Plan	Minor	Major		
28.	Proposed locations of water storage tanks and bearing and distances of associated maintenance easements.	X	X		X	X(1)		(2) Maintenance easements only, not actual tank locations, to be shown on final drawings.
29.	(a) Location of existing structures on the property and within 200 feet of the property. A minimum of two dimensional ties per existing (or proposed) structure on the site to property lines.	X	X		X	P	X	
	(b) House alignment per § 310-110K.	X	X		X	X		
30.	Location and dimensions of existing and proposed railroads, bridges, culverts, drainpipes, drainage structures and other man-made installations on the property and within 200 feet of the property.	X	X		X	P		
31.	Location of existing wells and septic systems on the property and within 200 feet.	X	X	X(1)	X	P	X(1)	(1) On subject property only.
32.	Location and description of existing watercourses, including ephemeral watercourses, on the property and within 200 feet.	X	X	X(1)	X	P	X(1)	(1) On subject property only.
33.	Location of all floodplain limits on the property and within 200 feet.	X	X		X	P	X(1)	(1) On subject property only.
34.	Location of all wooded areas and open or cultivated fields on the property	X	X		X	P	X	
35.	Species and location of all trees 8 inches or greater in diameter at 4 feet above grade, if located within areas to be disturbed.	X	X		X	P	X	

SUBDIVISION OF LAND AND SITE PLAN REVIEW

		Site Plan			Subdivision		Variance/ Concept Plan	Remarks
		Minor	Major	Change of Use Site Plan	Minor	Major		
36.	Location of all cliffs and rock outcroppings.	X	X		X		X	
37.	Location and layout of existing and proposed parking and driveway areas on the property, including spot elevations at all corners. Parking calculations as set forth in Chapter 220, Land Use, should be shown.	X	X	X				
38.	Plans, profiles of all proposed streets with cross sections every 50 feet, rights-of-way and pavement widths.		X			P		
39.	Plans and profiles of proposed sewer and water service layouts, with construction details.		X			P		
40.	Plans and profiles of existing and proposed sanitary sewers, storm drains and drainage ditches on the property and within 200 feet.	X(1)	X		X(1)	P		(1) Existing information only required for minor site plan and minor subdivision.
41.	(a) Landscaping plan, including existing trees to remain and be removed and size, number and species of all proposed vegetation. Construction details shall include berm details (cross sections) as proposed.		X			P		
	(b) Buffering per § 310-110M.		X			P		
42.	Location of existing and proposed fences, signs, lights and advertising features.	X	X	X				
43.	(a) First-floor plan and all elevations of each proposed principal and accessory building.	X	P	X				

FRANKLIN CODE

		Site Plan			Subdivision		Variance/ Concept Plan	Remarks
		Minor	Major	Change of Use Site Plan	Minor	Major		
	(b) Maximum house volume of all livable areas, plus garage.		X					
44.	(a) A stormwater management report in accordance with the ordinance, including pre- and post-drainage area maps, a summary of assumptions, calculations and results, inlet capacity, groundwater elevation. Any proposed individual drywell calculations and designs shall also be included.		P		X	P		
	(b) Pre- and post-site-condition table documenting condition assumptions and rationale.		X					
	(c) Detention basin appearance, including design of outlet structures.		P		X	P		
	(d) Maintenance schedule for stormwater control structures.		P		X	P		
45.	When a septic disposal system is to be used, location of percolation tests and soil logs within the building envelopes of each proposed lot and remaining lands.	X (1)	X		X	P		(1) Location of existing septic disposal system.
46.	Plans for an individual sewage treatment system, where proposed.	X	P					
47.	(a) Impervious coverage as a percentage of lot area.	X	X					
	(b) Minimum contiguous buildable area per § 310-101D.	X	X					
48.	Deed descriptions, including metes and bounds descriptions for all road dedication to the Township, county, or state.	X	F		X	F		

SUBDIVISION OF LAND AND SITE PLAN REVIEW

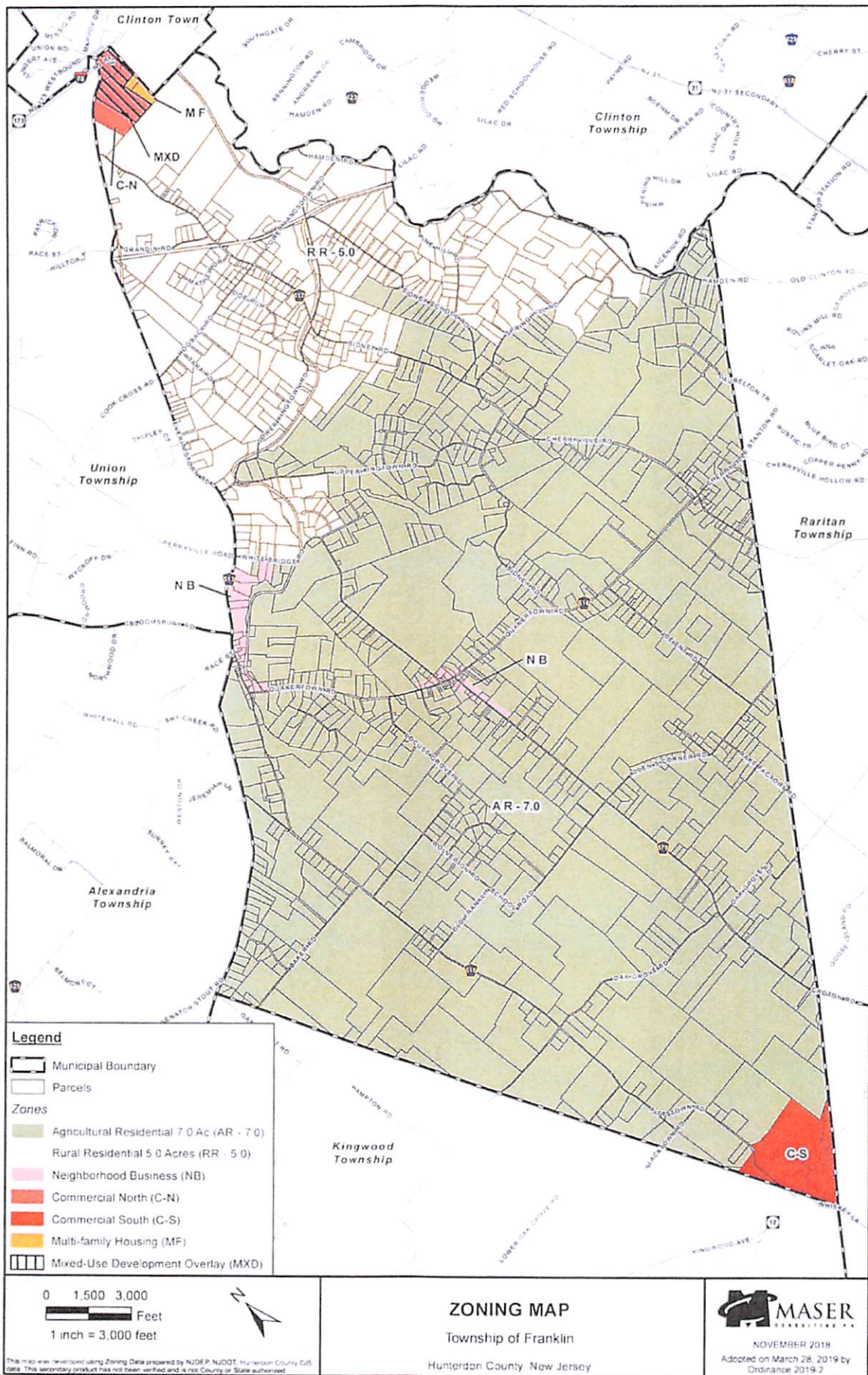
		Site Plan			Subdivision		Variance/ Concept Plan	Remarks
		Minor	Major	Change of Use Site Plan	Minor	Major		
49.	Deed descriptions, including metes and bounds descriptions for all sight, drainage, conservation, buffer, and access easements to be dedicated to the Township.	X	F	X	X	F		
50.	Metes and bounds descriptions for the existing and proposed lots, including reference to any easements.				X			
51.	Cross sections of the detention basin to present slope, height and size of any slope or berm. A minimum of two cross sections.		P			P		
52.	The following documents are to accompany the application:							
	(a) Certificate from the Township Tax Collector that all taxes have been paid to date of application.	X	X	X	X	X	X	
	(b) Environmental impact statement		P			P		
	(c) Freshwater wetlands letter of interpretation, or proof of application for letter of interpretation with a copy of submission to NJDEP.		X		X	P		
	(d) Township of Franklin escrow agreement properly completed and signed by applicant.	X	X	X	X	X	X	
	(e) Fire protection plan.	X	P	X(1)	X	P		(1) Including identification of emergency exits.
	(f) Traffic analysis for and proposed off-tract roadway improvements.		P		X	P		
	(g) Soil erosion and sediment control plans.	X	P		X	P		
	(h) Copies of all easements, deed restrictions and protective covenants.	X	X		X	X	X	

FRANKLIN CODE

		Site Plan			Subdivision		Variance/ Concept Plan	Remarks
		Minor	Major	Change of Use Site Plan	Minor	Major		
	(i) Comments from the Construction Code Official regarding site accessibility.	X	X		X	X		
	(j) 3-dimensional physical model showing existing and proposed conditions; calculations of all cuts and fills.		X					
	(k) Community impact statement.		X			X		
	(l) Improvable area per Ord. No. 2004-10.	X	X			X		
	(m) Nitrate distribution (2004-12).				X	X		
	(n) Environmental limit.	X	X			X		
	(o) Grading and stormwater plan.	X	X			X		
	(p) Water supply test.	X	X		X	X		
53.	The following items are to be included in any plat or deed resulting from an approved subdivision and any approved site plan:							
	(a) Right to farm clause.	X	X		X	X		
54.	An engineer's estimate of all site improvements identified on the approved preliminary plan, which remain to be completed and/or accepted.		F			F		
55.	As-built drawing depicting all the proposed site improvements approved during the preliminary site plan application and any deviations from the actual constructed improvements.		F			F		
56.	Witness list and estimated testimony time for each.	X	X	X	X	X		

SUBDIVISION OF LAND AND SITE PLAN REVIEW

		Site Plan			Subdivision		Variance/ Concept Plan	Remarks
		Minor	Major	Change of Use Site Plan	Minor	Major		
57.	Aerial photograph of site and adjoining properties within 200 feet, sized 2 feet by 3 feet.	X	X	X	X	X		
58.	(a) Description of use, including: description of use and SIC code.			X				
	(b) Description of operation, including:		X	X		X		
	1. Hours of operation. 2. Maximum noise levels. 3. Demonstration of number of clients per day, average and maximum. 4. Average wait time/client. 5. Delivery frequency. 6. Maximum occupancy. 7. Estimated water use.							
59.	Hazardous waste identification and disposal plan.	X		X				
60.	Certification of:							
	(a) Zoning.							
	(b) Fire inspection.			X				
	(c) Septic suitability.							
61.	Has the property to be used or subdivided been the subject of any prior application for governmental approvals, Township, county, state or federal: (a) By the current owner? Yes _____ No _____ If so, indicate date(s): _____ and results _____							



Land Use
220 Attachment 1

Schedule of Zone Requirements¹

[Amended 6-26-1985 by Ord. No. 85-1; 9-14-1995 by Ord. No. 95-12; 12-4-1997 by Ord. No. 97-44; 12-4-1997 by Ord. No. 97-44A;
12-4-1997 by Ord. No. 97-44B; 8-21-2003 by Ord. No. 2003-06; 9-16-2004 by Ord. No. 2004-12⁴; 10-31-2006 by Ord. No. 2006-12;
11-14-2006 by Ord. No. 2006-14]

Zone	Principal Permitted Uses	Minimum Lot Area (acres)	Minimum Lot Width at Right-of-Way (frontage) (feet)	Minimum Lot Width at Front Setback (feet)	Minimum Lot Depth (feet)	Minimum Setback for All Structures (feet)			Maximum Height (feet)	Maximum Impervious Coverage (percent of lot)	Maximum Floor Area Ratio (FAR)	Minimum Parking ² (spaces)	Acreage Added for Each Bedroom in Excess of Four to the Minimum Zone Acreage Requirements ³
						Front	Rear	Side (each)					
AR-7.0 Agricultural Residential	See § 220-10A	7	400	400	400	150	50	50	35	10%	N/A	2 per dwelling unit	1.75
RR-5.0 Rural Residential	See § 220-10A	5	350	350	350	150	50	50	35	10%	N/A	2 per dwelling unit	1.25
R-3.0 Residential ⁴	See § 220-10B	3	250	250	300	100	50	50	35	10%	N/A	2 per dwelling unit	0.75
NB Neighborhood Business	See § 220-10E	2	275	275	300	100	100	50	35	75%	2.0	1 per 200 square feet gross floor area	—
C-N Commercial North	See § 220-10C	5	250	250	250	100	25	25	35	60%	2.0	1 per 200 square feet gross floor area	—
C-S Commercial South	See § 220-10D	7	400	400	400	150	50	50	35	60%	1.5	1 per 200 square feet gross floor area	—
MF- Multi-Family	See § 220-10F	10	N/A	N/A	N/A	30	30	30	35	0.75%	N/A	RSIS	N/A

NOTES

¹ For existing, nonconforming lots, see §§ 220-50 and 220-51 of this chapter. For conditional uses, also see particular zone and conditional use requirements.

NOTES (continued)

² See § 220-52 for parking requirements for specific uses.

³ Preliminary approved and all preexisting lots meeting the schedule of requirements as of date of adoption shall be exempt from this requirement, up to an additional two bedrooms (six total).

⁴ Setback requirements for lawfully existing lots of less than seven acres in the R-3.0 Zone are preserved (per Ord. No. 2006-14, adopted 11-14-2006). See § 220-108.

⁵ Flag lots shall provide a front yard setback. The front yard shall commence at the end of the stem and be perpendicular to the stem or in alignment with the front entrance to the dwelling. Lots on a lane shall provide a front yard setback with the front yard setback back immediately adjacent to the lane.

⁶ The front yard setback shall be measured from the bordering edge of the road right-of-way.

⁷ Side and rear setbacks defined in a new subdivision shall be adjusted to allow a minimum of 150 feet separation from existing structures on adjacent lots.

⁸ A new residential structure being constructed in the R-3 Zone which exceeds a total of 3,000 square feet of interior area shall conform with the R-7 setbacks.

⁹ Road frontage (as measured at curb) cul-de-sac: 100 feet.

PLEASE BE ADVISED THAT THE NOTICE IN THE NEWSPAPER MUST APPEAR AT LEAST 10 BUSINESS DAYS PRIOR TO YOUR SCHEDULED PUBLIC HEARING. ALL NOTICES TO THE 200-FOOT LIST AND PUBLIC UTILITIES MUST BE SENT BY CERTIFIED MAIL AT LEAST 10 BUSINESS DAYS PRIOR TO YOUR SCHEDULED PUBLIC HEARING.

Items to be delivered to the office the Friday prior to the meeting:

- 1). Copy of notice sent to all public utilities, residences & businesses on the 200' list that was supplied by the assessor.
- 2). Original Affidavit signed and notarized
- 3). Copy of notice sent to the newspaper and the notarized form from the newspaper.
- 4). Copy of the 200-foot list supplied by the assessor
- 5). Original white certified receipts

If you have any questions please contact the Land Use Board Clerk, Catherine Innella at 908-735-5215 x3