



TOWNSHIP OF SOUTHAMPTON

5 RETREAT ROAD
SOUTHAMPTON, NJ 08088

Denise Schmied, Administrative Officer of
Planning & Zoning
dschmied@southamptonnj.org

Phone # 609-859-2786
Fax # 609-388-5532

November 19, 2020

Mr. Duncan M. Prime, Esquire
14000 Horizon Way, Suite 325
Mt. Laurel, NJ 08054

Re: 1823 Route 206
Block: 2203 Lot: 14
Preliminary & Final Major Site Plan
with Bulk Variances and Minor Subdivision

Dear Mr. Duncan,

The above referenced application has been deemed **COMPLETE** and scheduled for the Southampton Township Planning Board meeting on December 3, 2020 at 7:00 pm.

NOTICES REQUIRED: At least ten (10) days prior to the date fixed for your hearing, you the applicant shall arrange for the following notices required by N.J.S.A. 40:55D-12:

1. **PUBLICATION:** Public notice of any hearing shall be given by publication in the official newspaper (The Central Record) **or** a newspaper in general circulation in the municipality (The Burlington County Times or the Courier Post).
2. **PROPERTY OWNERS:** Personal notice of any hearing shall be given to the owners of all real property, as shown on the current tax list, located within 200 feet in all directions of the subject property line, including residents of adjacent townships. This notice shall be given by: (1) serving a copy of the Notice of Hearing on the property owner(s) *personally, or his agent in charge, or (2) mailing a copy by certified mail to the owner at the address shown on the current tax list.

Names and addresses of owner(s) of real property within 200 feet may be obtained from the Southampton Township Assessor's office for a fee of \$10.00.

**Notices may be given to property owner(s) on form provided with the Application Packet.



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3. **MUNICIPAL CLERK:** Notice of any hearing shall be given to the Clerk of any adjoining municipality within 200 feet of the subject property by service or certified mail.
4. **COUNTY PLANNING BOARD:** Notice of any hearing shall be given to the Burlington County Planning Board when: (1) notice to a municipal clerk is required, (2) the subject property adjoins county land, or (3) the subject property adjoins a county road, existing or proposed. Such service shall be personal or by certified mail.
5. **COMMISSIONER OF TRANSPORTATION:** Notice of any hearing shall be given to the Commissioner of Transportation when the subject property adjoins a State Highway by personal service of certified mail.
6. **DIVISION OF STATE — REGIONAL PLANNING:** Notice of any hearing shall be given to the Director of the Division of State and Regional Planning in the Department of Community Affairs when the subject property exceeds 1.50 acres or the application involves more than 500 dwelling units. (See N.J.S.A. 40:55D-12g)

CONTENTS OF NOTICES: It is essential that all Notices published and served contain complete information as required by N.J.S.A. 40:55D-11. Applicants should use form provided in the Application Packet or consult an attorney.

PROOF OF NOTICE: At least three (3) days prior to the date fixed for hearing the application, the applicant shall file with the Board's Secretary a signed Affidavit of Proof of Service on form provided in Application Packet. In addition, appropriate Proof of Publication of the required public notice in the newspaper (The Central Record, Burlington County Times or Courier Post) shall be filed together with the Affidavit and certified mail form. If the required Proof is not filed on time, an application will not be heard.

If you have any further questions or are unable to attend this meeting please contact me as soon as possible at the above number.

Sincerely,

Denise Schmied,
Administrative Officer