

TOWNSHIP OF SOUTHAMPTON
5 Retreat Road
Southampton, New Jersey 08088
609-859-2786
FAX 609-388-5532

The application, with supporting documentation, must be filed with the Office of the Planning and Zoning Board Administrator. Determination of completeness will be made within forty-five (45) days. Any additional information provided will be subject to a forty-five (45) days determination of completeness. After a meeting is scheduled, any documents submitted must be delivered to the Board and professionals no later than fifteen (15) days prior to the meeting scheduled.

PLANNING BOARD & ZONING BOARD APPLICATION FORM

Date Filed: _____ Application No. _____
Planning Board: _____
Zoning Board of Adjustment: _____
Application Fees: _____
Scheduled for: Review for Completeness: _____ Hearing: _____

1. **SUBJECT PROPERTY:**

Property Location Address: 6 Sheffield Place

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

Page _____ Block _____ Lot(s) _____

Dimensions: Frontage _____ Depth _____ Total Area _____

Zoning District _____

2. **APPLICANT/OWNER/DEVELOPER:**

Name: Tom Webb

Address: 6 Sheffield Place

Telephone No: 609-467-5745 Fax No.: _____ Email: Sumamer@aol.com

Applicant is a: Corporation _____ Partnership _____ Individual

Corp., Partnerships & LLC's, please provide a W-9 form.

3. **DISCLOSURE STATEMENT:**

Pursuant to N.J.S. 40:55D-48.1, the names and addresses of all persons owning 10% of the stock in a corporate applicant or 10% interest in any partnership applicant must be disclosed. In accordance with N.J.S. 40:55D-48.2 that disclosure requirements applies to any corporation or partnership which owns more than 10% interest in the applicant followed up the chain of ownership until the names and addresses of the non-corporate stockholders and partners exceeding the 10% ownership criterion have been disclosed.

(Attach pages as necessary to fully comply.)

Name _____ Address _____ Interest _____

Name _____ Address _____ Interest _____

Name _____ Address _____ Interest _____

Name _____ Address _____ Interest _____

4. If Owner is other than the applicant, provide the following information on the Owner(s):

Owner's Name: _____

Address: _____

Telephone No: _____ Fax No.: _____

5. APPLICATION REPRESENTS A REQUEST FOR THE FOLLOWING: SUBDIVISION:

- Minor Subdivision Approval
- Subdivision Approval (Preliminary)
- Subdivision Approval (Final)

Number of lots to be created _____ Number of proposed dwelling units _____
 (including remainder lot) (if applicable)

SITE PLAN:

- Minor Site Plan Approval
- Preliminary Site Plan Approval {Phases (if applicable) ___ }
- Final Site Plan Approval {Phases (if applicable) _____ }
- Amendment or Revision to an Approved Site Plan
- Area to be disturbed (square feet) _____
- Total number of proposed dwelling units _____
- Request for Waiver from Site Plan Review and Approval

Reason for request: _____

- Informal Review (Planning Board only)
- Appeal decision of an Administrative Officer (N.J.S. 40:55D-70a)
- Map or Ordinance Interpretation of Special Question (N.J.S. 40:55D-70b)
- Variance Relief (hardship) (N.J.S.40:55D-70c(1))
- Variance Relief (substantial benefit) (N.J.S.40:55D-70c(2))
- Variance Relief (use) (N.J.S. 40:55D-70d)
- Conditional Use Approval (N.J.S.40:55D-67)
- Direct issuance of a permit for a structure in bed of a mapped street, public drainage way, or flood control basin (N.J.S. 40:55D-34)
- Direct issuance of a permit for a lot lacking street frontage (N.J.S.40:55D-35)

6. Attach in paragraph form, an explanation of the exact nature of the application and the changes to be made, including proposed use of the premises, and why any variances or waivers should be granted: (Attach separate sheet)

7. **PROPERTY INFORMATION:**

Restrictions, covenants, easements, association by-laws, existing and proposed on the property:

Yes(attach copies) _____ No Proposed _____

Note: All deed restrictions, covenants, easements, association by-laws, existing and proposed must be submitted for review and must be written in easily understandable English in order to be approved.

Present use of the premises: Single family dwelling - HOA Approval attached

8. APPLICANT'S ATTORNEY: _____
 Address: _____
 Telephone No: _____ Fax _____
 email: _____

Question 6 response

We propose to have a 14'x17' three season sunroom installed on our property. We are replacing the current structure we have on the back of our home with new proposed sunroom. We will be replacing the existing pad at the same size and putting a sunroom in that spot at the same size of the current room we have. We are requesting relief of the rear yard setback of 22 feet, we propose a 15 foot setback. We are hoping to get approval of a use variance.

Tom Webb

6 Sheffield Place

Southampton NJ 08088

9. APPLICANT'S ENGINEER: Luay Esho
 Address: 20400 Hall Road Clinton Twp MI 48038
 Telephone No.: 800-344-8366 Fax _____
 email: lesho@temosunrooms.com
10. APPLICANT'S ^{Contractor} PLANNING CONSULTANT: SRA Home Products
 Address: 1041 Glassboro Rd Ste. D-2 Williamstown NJ 08094
 Telephone No.: 856-7285900 Fax 856 728 1280
 email: Sumamer@aol.com
11. APPLICANT'S TRAFFIC ENGINEER: N/A
 Address: _____
 Telephone No.: _____ Fax _____
 email: _____
12. List any other Expert who will submit a report or who will testify for the Applicant: (Attach additional sheets as may be necessary)
 Name: SRA Home Products
 Field of Expertise: Sunroom builders / NJ home Improvement Contractor
 Address: 1041 Glassboro Road Ste. D-2 Williamstown NJ 08094
 Telephone No.: 856-728-5900 Fax _____
 email: Sumamer@aol.com
13. Section(s) of Ordinance from which a variance is requested: Chapter 19 section 2.6
14. Waivers Requested of Development Standards and/or Submission Requirements:
 (attach additional pages as needed)
15. Attach a copy of the Notice to appear in the official newspaper of the municipality (The Central Record or The Burlington County Times or the Courier Post) and to be mailed to the owners of all real property, as shown on the current tax duplicate, located within the State and within 200 feet in all directions of the property which is the subject of this application. The Notice must specify the sections of the Ordinance from which relief is sought, if applicable.
 The publication and the service on the affected owners must be accomplished at least ten (10) days prior to the date scheduled by the Administrative Officer of the hearing.
 An affidavit of service on all property owners and a proof of publication must be filed at least three (3) days prior to meeting before the application will be complete and the hearing can proceed.
16. Is a public water line available? yes
17. Is public sanitary sewer available? yes
18. Does the application propose a well and septic system on site? no
19. Have any proposed new lots been reviewed with the Township Engineer to determine appropriate lot and block numbers? no
20. Are any off-tract improvements required or proposed? no
21. Is the subdivision to be filed by Deed or Plat? N/A

22. What form of security does the applicant propose to provide as performance and maintenance guarantees? _____

23. Other approvals which may be required and date plans submitted:

	Yes	No	Dates Plans Submitted
Burlington County Board of Health	_____	_____	_____
Burlington County Planning Board	_____	_____	_____
Burlington County Soil Conservation District	_____	_____	_____
NJ Dept. of Environmental Protection	_____	_____	_____
Pinelands Commission	_____	_____	_____
Stream Encroachment Permit	_____	_____	_____
Wetlands Permit	_____	_____	_____
Other	_____	_____	_____
NJ Dept. of Transportation	_____	_____	_____
Public Service Electric & Gas Company	_____	_____	_____
County 9-1-1 Coordinator, Street Name Approval	_____	_____	_____

24. Certification from the Tax Collector that all taxes due on the subject property have been paid.

25. List of Maps, Reports and other materials accompanying the application (attach additional pages as required for complete listing).

26. The applicant hereby requests that copies of the reports of the professional staff reviewing the application be provided to the following of the applicant's professionals: Specify which reports are requested for each of the applicant's professionals or whether all reports should be submitted to the professional listed.

Applicants
Professional

Reports Requested

Attorney _____

Engineer _____

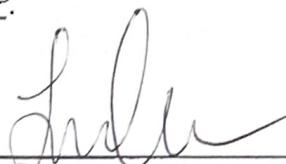
CERTIFICATION

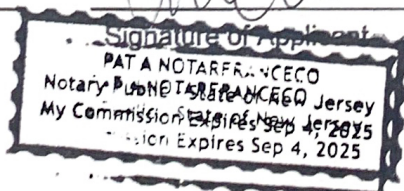
27. I certify that the foregoing statements and the materials submitted are true. I further certify that I am the individual applicant or that I am an Officer of the corporate applicant and that I am authorized to sign the application for the Corporation or that I am a general partner of the partnership applicant.

(If the applicant is a corporation, this must be signed by an authorized corporate officer. If the applicant is a partnership, this must be signed by a general partner.)

Sworn to and subscribed before me this
15 Day of July, 2022.


Notary Public





28. I certify that I am the Owner of the property which is the subject of this application, that I have authorized the applicant to make this application and that I agree to be bound by the application, the representations made and the decision in the same manner as if I were the applicant.

(If the owner is a corporation, this must be signed by an authorized corporate officer. If the owner is a partnership, this must be signed by a general partner.)

Sworn to and subscribed before me this

____ Day of _____, 20____.

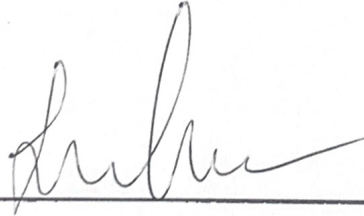
Notary Public

Signature of Owner

29. I understand that the sum of \$ 1,500.00 has been deposited in an escrow account. In accordance with the Ordinance of the Township of Southampton, I further understand that the escrow account is established to cover the cost of professional services including engineering, planning, legal and other expenses associated with the review of submitted materials and the publication of the decision by the Board. Sums not utilized in the review process shall be returned under the procedures in the ordinance. If additional sums are deemed necessary, I understand that I will be notified of the required additional amount and shall add that sum to the escrow account within fifteen (15) days. I understand that no further review of my application will be made until such time as my escrow account is current.

7/15/22

Date



Signature of Owner

30. I agree to be responsible for all bills against this development's escrow account. In the event that this project is sold or my interest is transferred to another party, my obligation can only be relieved if all outstanding escrow bills are paid and the new principal obligates himself to the responsibility of all future bills in an agreement with the Township.

7/15/22

Date



Signature Developer/Applicant

Southampton Township
5 Retreat Road
Southampton, NJ 08055

REQUEST FOR CERTIFIED PROPERTY OWNERS WITHIN 200 FEET

DATE 7/15/22

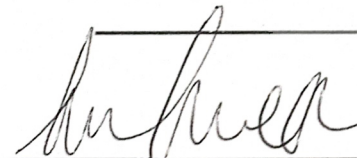
I, Tom Webb HERBY REQUEST A CERTIFIED LIST OF
PROPERTY OWNERS WITHIN 200 FEET OF
BLOCK 2702.21, LOT (S) 22 QUAL _____ ALSO
KNOWN AS 6 Sheffield Place (STREET LOCATION)

I AM AWARE THAT THERE IS A FEE OF \$10.00 FOR THE CERTIFIED LIST I AM
REQUESTING.

NOTIFY ME BY MAIL _____ FAX _____ EMAIL WHEN COMPLETE.

NAME: Tom Webb

ADDRESS: 6 Sheffield Place


SIGNATURE

609-667-5745
PHONE

856-728-1280
FAX

Sumamer@aol.com
EMAIL

NOTICE TO THE OFFICIAL NEWSPAPER

TAKE NOTICE that on the ___ day of _____, 20__ , at ___ o'clock p.m., a hearing will be held before the Southampton Township Planning/Zoning Board of Adjustment at the Municipal Building located at 5 Retreat Road, Southampton, NJ on the appeal or application of the undersigned to permit

an 14' x 17' three season sunroom we
request relief for the rear yard setback
and have applied for a use variance we
propose a 15' rear yard setback where 22' is required.

and any other variances which the board may deem necessary on the premises located at 6 Sheffield Place and designated as Block 2702.21 Lot(s) 22 on the Southampton Township Tax Map.

A copy of the application documents are on file for public inspection at the Board Secretary's office in Southampton Township during normal working hours.

Tom Webb

Applicant's Name

Publication Date

NOTICE TO PROPERTY OWNERS

You are hereby notified that Tom Webb has applied to the
Name of Applicant

Southampton Township Planning/ Zoning Board of Adjustment for a

Use Variance
List type of application including all variances

and any other variances which the board may deem necessary at my property located at

6 Sheffield Place, also known as Block 2702.2¹ Lot(s) 22
Street Address of Property

A public hearing on my application will be held by the Southampton Township Planning Board/Zoning Board of

Adjustment (select one) at :__ p.m. on (_____. 20__), in the courtroom at Southampton Township, 5 Retreat Road, Southampton, NJ 08088.

If you have comments on this application, you may attend this meeting and you will be heard.

All documents in connection with this application are on file in the Board Secretary's Office where they are available for public inspection during normal business hours.

Tom Webb
Applicant's Name

6 Sheffield Place
Applicant's Address

7/15/22
Date

ESCROW AGREEMENT

THIS AGREEMENT made this 15 day of July, 2022

between Tom Webb
(name of applicant)

hereinafter referred to as "Applicant", and the **PLANNING BOARD OR ZONING BOARD OF ADJUSTMENT** of the **TOWNSHIP OF SOUTHAMPTON**, hereinafter referred to as the "Board".

WHEREAS, Applicant is currently seeking to make an application to the **PLANNING BOARD OR ZONING BOARD OF ADJUSTMENT** of the **TOWNSHIP OF SOUTHAMPTON**, and;

WHEREAS, the Board desires to establish an escrow whereby work required to be performed by professionals employed by the Board will be paid by the Applicant as required under the provisions of the Ordinances of the **TOWNSHIP OF SOUTHAMPTON**, and;

WHEREAS, both parties feel it is appropriate to reduce this understanding to written form.

WITNESSETH:

IT IS mutually agreed between the parties that:

1. PURPOSES.

The Board authorizes its professional staff to review, inspect, report and study all plans, documents, statements, improvements and provisions made by the Applicant in conforming to the requirements of the Ordinances of the Township. The Board directs its professional staff to make all oral and/or written reports to the Board or its conclusions and findings derived from the review, study, investigation and like or similar duties performed as elsewhere authorized. The Applicant agrees to pay all reasonable professional fees incurred by the Board for the performance of the duties outlined above.

2. ESCROW ESTABLISHED.

Applicant and the Board in accordance with the provisions of this agreement hereby create an escrow to be established by the Board in a depository selected by the Township Committee.

3. ESCROW FUND.

Applicant by execution of this agreement shall pay to the Township Treasurer, to be deposited in the depository referred to in Section 2, such sums as are required by Schedule 1, which is attached hereto and made a part hereof by reference. Execution of this agreement by the Board acknowledges receipt of the sums referred to under this paragraph.

4. INCREASE IN ESCROW FUND.

If during the existence of this escrow agreement the funds held by the escrow holder shall be insufficient to cover any voucher or bill submitted by the professional staff and reviewed and approved by the Board, Applicant shall within fifteen (15) days from the date of receipt of written notice, deposit additional sums with the escrow holder to cover the amount of the deficit referred to above. The written notice referred to in this paragraph shall be sent to:

5. TIME OF PAYMENT.

The professionals referred to in this agreement, upon the conclusion of their services or periodically during the performance of their services, shall submit vouchers conforming to the requirements established by the Board and/or Township Committee for vouchers or the type and kind referred to under this paragraph. Said vouchers shall include the amounts of all fees and costs incurred as a result of the services set forth under Paragraph 1 of this agreement.

6. BOARD OF REVIEW.

The Township Committee shall review the vouchers submitted by the professionals to determine whether the services have been performed in the manner and to the degree required by this agreement. Upon