The following are required for a SITE PLAN application: Date submitted: ___

1. Fifteen copies (15) of pages 1, and 2 of this application packet as well as those others required and listed below.

2. Twenty copies (20) of the sketch plat, (see attached checklist), and any other documents you submit to the Planning Board.

3. Notice to property owners must include time, date, and place of meeting; nature of the matter to be considered; identify the property for the Site Plan application by lot and block numbers and street address, and location and times which maps and documents for which approval is sought are available for public inspection. (See page 5 for the Form of Notice and page 4 number 1).

4. Public notice given by publication in an official newspaper (The Herald and News or Suburban Trends) at least ten (10) days prior to hearing. Proof of said notice to be supplied to Planning Board Secretary. (See page 3 for the Legal Notice form and page 4 number 2).

5. One (1) copy of the certified list of names of the property owners within 200 feet of the property proposed for subdivision you received from the Tax Assessor’s office. (See page 3, number 3).

6. One (1) proof of service (notarized) and/or receipts of registered or certified mailings sent to said property owners at least (10) days prior to hearing. (See page 2 and page 4 number 4).

7. Proof from the Tax Office that taxes on said property are current.

8. Is the property in compliance with ordinances?
   Yes __ If No __ - explain______________________________

9. Are there any known violations of Bloomingdale Zoning Ordinances?
   Yes __ If No __ - explain______________________________

10. "List all previous applications on the subject property and include three (3) copies of the memorializing resolution."
    Application #______ Date_________ Application #______ Date_________

Planning Board Schedule:
All applications must be submitted 15 days prior to the Regular meeting date, to be scheduled on that month’s agenda for completeness review.

Work sessions are held on the second Thursday of the month at 7:30 p.m. in the Council Chambers, Borough Hall 101 Hamburg Turnpike.

Regular meeting are held on the third Thursday of the month at 7:30 p.m. in the Council Chambers, Borough Hall 101 Hamburg Turnpike.

NOTE: If the Property in Question is on a Passaic County road you must file a Passaic County Development Review Application and submit it to the Passaic County Planning Board. Application is attached if applicable.
APPLICATION FOR SITE PLAN APPROVAL

Fifteen (15) copies of this application form must be filed with the secretary of planning board at least 15 days before the regular meeting of the PLANNING BOARD, which is the third (3rd) Thursday of each month.

If additional space is needed to answer the items below, please use reverse side.

Application Number Date filed _______ of 20_____
(day) (month) (year)

Application is hereby made to the Planning Board for Site Plan approval of the land listed below:

Name and Address of Applicant:

Name:____________________________ Telephone:______________________
Address:_________________ Cell-Phone:_________________ Fax:____________
City_________ State___ Zip_________ E-Mail____________________

Name and Address of Owner: (if other than applicant)

Name:____________________________ Telephone:______________________
Address:_________________ Cell-Phone:_________________ Fax:____________
City_________ State___ Zip_________ E-Mail____________________

Interest of Applicant if other than owner:

__________________________________________

Title and location of property: _______________________________________________

__________________________________________

Size of Lot: ___________________________ Tax Map: Page _____ Block _____ Lot _____

Street Number: _________________________ Zone District:__________________________

Description of proposed building (s) and/or use(s)______________________________

__________________________________________

Name and address of person preparing drawings.

Company: ______________________________ Telephone:______________________
Name:____________________________ Telephone:______________________
Address:_________________ Cell-Phone:_________________ Fax:____________
City_________ State___ Zip_________ E-Mail____________________

Signature of Applicant________________________________________________________

Name of applicant printed_________________________ Date Submitted:__________

APPLICANT: ___________________________
Complete this notice and send it to the official Borough newspaper in sufficient time for it to be published at least ten (10) days prior to the hearing date. Retain a copy of the completed notice to verify accuracy of notice publication.

______________________________

LEGAL NOTICE

BOROUGH OF BLOOMINGDALE
PLANNING BOARD

TAKE NOTICE that on the ________ day of ________, 20______, at _____PM, (date) (month) (year) a hearing will be held before the Borough of Bloomingdale Planning Board, in the Borough Hall, 101 Hamburg Turnpike, Bloomingdale, N.J. 07403, on the development application of the Undersigned in which the applicant is seeking Planning Board SITE PLAN approval. The applicant (is) (is not) seeking variances as part of this application. List Ordinances and state the variances you are seeking approval for.

The applicant's property is designated on the Borough Tax Maps as Block_______, Lot__________, and is located at:

__________________________________________Bloomingdale, N.J. 07403.

(Street Address)

The application and plans are on file in the office of the Municipal Clerk and are available for inspection during regular business hours. Any interested party may appear at the hearing and participate therein.

______________________________________

(Applicant’s signature)

APPLICANT:

Page 3 of 5
Complete this affidavit, have it notarized and attach the following:
  1. A copy of the notice to the property owners within 200 feet;
  2. A copy of the notice to the official Borough newspaper;
  3. The certified list of property owners received from the tax assessor;
  4. The original receipts (white) for the certified mail with postal stamp showing date of mailing.

Submit the above to the Planning Board Secretary no later than noon one week prior to the hearing date.

BOROUGH OF BLOOMINGDALE
PLANNING BOARD
AFFIDAVIT OF PROOF OF SERVICE

STATE OF NEW JERSEY     )
                        ) SS:
COUNTY OF PASSAIC     )
_______________________________, of full age, being duly sworn, upon
his/her oath, deposes and says that he is the applicant (or agent or
attorney of the applicant) in an application before the Bloomingdale
Planning board, relating to the premises shown on the Bloomingdale
Tax Map as BLOCK_______, LOT________, ADDRESS/LOCATION______________
_______________________________, and that he gave notice, of
which a true copy is attached hereto, by (certified mail) and/or
(personal service) to each and every property owner whose name
appears upon the certified list of property owners within 200 feet
of the subject property, supplied by the Borough Tax Assessor's
Office, at least ten (10) full days prior to the hearing date.

______________________________
Signature of Applicant/Agent/Attorney

DATED:____________________
SWORN AND SUBSCRIBED TO BEFORE ME THIS
___/___/___  20___.
(day) (month) (Year)
Notary: ________________________________
FORM OF NOTICE: This is to be served upon all property owners within TWO HUNDRED FEET (200 ft.) of premises, at least TEN (10) days prior to date of hearing.

OWNER OF PREMISES: ____________________________________________________________

ADDRESS OF PREMISES: _______________________________________________________

Please Take Notice:

That the undersigned has appealed to the Planning Board of the Borough of Bloomingdale for a variance from the terms of the Zoning Ordinance (list Ordinance) _________________________, so as to permit:

_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________

ON THE PREMISES: BLOCK _______ LOT __________

ALSO KNOWN AS: (COMMONLY KNOWN STREET ADDRESS) ___________________________

which is within 200 feet of property owned by you.

A public hearing has been ordered for _______ of _______, 20____ at______ PM. in the Municipal Building, 101 Hamburg Turnpike, Bloomingdale, New Jersey 07403, at which time you may appear either in person, or by agent, or attorney, and present any objection which you may have to the granting of this appeal. The application and plans are on file in the office of the Municipal Clerk and are available for inspection during business hours.

The applicant, by order of the Planning Board sends this notice to you.

Respectfully,

Applicant's Signature _________________________

Print or type name: ___________________________

Address: ________________________________

______________________________ Zip:_______

Telephone:______________________________

Amended 10/21/10