

Camden County Planning Division

Submission Requirements



Making It Better, Together.

Subdivisions:

- Two (2) Copies of County Planning Board Application
(Lower left hand corner **MUST BE SIGNED** and classified
by appropriate local official)
- One (1) Copy of Municipal/Township Application
- One (1) Copy of Fee Schedule, Filled Out and Signed
(Check made payable to *Camden County Treasurer*)
- One (1) Set of Plans
- Two (2) Copies of the Affidavit of Ownership
- One (1) Copy of Pinelands Certificate of Filing (If applicable)

Site Plans:

- Two (2) Copies of Camden County Planning Board Application
(Lower left hand corner **MUST BE SIGNED** and classified
by appropriate local official)
- One (1) Copy of Municipal/Township Application
- One (1) County Fee Schedule, Filled Out & Signed
(Check made payable to *Camden County Treasurer*)
- Two (2) Sets of Signed and Sealed Plans (Which reflect all requirements contained in
Chapter V of County's Manual of Land Development Practices, Regulations and
Procedures)
- Two (2) Sets of Drainage Calculations
(Data based upon 10 YEAR –PRE and a 25 YEAR –POST Year Storm Event)
- Two (2) Sets of Traffic Impact Study (If applicable)
- Two (2) Copies of the Affidavit of Ownership
- One (1) Copy of Pinelands Certificate of Filing (If applicable)
- One (1) Copy of Local Engineer's Report
- Two (2) Copies of a signed and sealed survey conducted by a licensed surveyor if
existing conditions are referenced in accordance with N.J.A.C 13:40-7.2 (a.)1
- All Dedication, Easement, Deed, Etc. (Documents must be submitted to the Planning
Division Staff at least thirty (30) working days prior to the scheduled Planning Board
meeting. No provisional approvals will be issued at Planning Board meeting.)

Final or Revised Plans:

- Two (2) Copies of County Planning Board Application
- Two (2) Sets of Signed & Sealed Plans
- One (1) County Fee Schedule, Filled Out & Signed
(Check made payable to *Camden County Treasurer*)

Additional Requirements:

- Please submit a map (highlighted copy) of your parcel and a most recent aerial photo of
your parcel.
- A digital copy of only the Site Plan and Elevations. The purpose of this image is to
illustrate the basic character of the preliminary plan. The digital image should be
provided in the form of pdf on a CD. If the plan was not digitally created, provide an
11" X 17" reduction of the plan. Label CD with plan name & CCPD file number.

X _____
Certification of Completeness
Signature By Local Official

X _____
Signature of Agent or Applicant

Camden County Planning Division

Review of Subdivisions & Site Plan Review

Fee Schedule



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Applicant's Name: _____

Project Name: _____ Municipality: _____

Plate: _____ Block: _____ Lot(s): _____ Municipal Code (see attached): _____

Type of Plan

Minor Subdivision (3 lots or less) Major Subdivision (4 lots or more) Site Plan

Subdivision

Minor Review Fee (\$200.00) \$ _____

Major Review Fee (\$500.00) \$ _____

Site Plan/Subdivision

Design Review Fee (\$500.00) \$ _____

Total Parking Spaces (\$8.00/SPACE) \$ _____

Per Dwelling Unit (\$16.00/Unit) \$ _____

Dedication, Easement, Deed, Etc. Review Fee (\$150.00) \$ _____

Inspection Fee (\$200.00) \$ _____

Additional Fees

Preliminary (\$200.00) \$ _____

Use for concept drawing review or request for waiver review

Final (\$200.00) \$ _____

Revisions (\$200.00) \$ _____

Signing of Filing Plats (\$150.00) \$ _____

TOTAL \$ _____

X _____
Signature of Applicant or Agent

Special Provisions

- The Fee Schedule Check is Payable to the Camden County Treasurer after Applications are Deemed Complete and Consistent with Municipal Review and Regulations. Fees paid are non-refundable once the review process begins.
- All Plans, Applications, Dedications, Easements, Deeds, etc. **MUST** be submitted to the Planning Board at Least Thirty (30) Working Days Prior to the Scheduled Planning Board Meeting. All Plans and Application Submissions at the Planning Board Meeting will be placed on the Agenda for the Next Scheduled Planning Board Meeting.

Camden County Planning Division
Application for County Approval of Subdivision, Site & Development Plan



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Camden County Planning Board

Charles J. DePalma Public Works Complex
2311 Egg Harbor Road
Lindenwold, NJ 08021
Phone 856.566.2978 Fax 856.566.2988
planningdivision@camdencounty.com

This application must be completed in full, quadruplicate, signed and filed with the municipality. Please also submit a copy of local application and approval. See County Submission requirement list for all documents necessary for a complete application.

(PLEASE TYPE OR PRINT LEGIBLY)

Project Information:

Project Name: _____

Project Address (if applicable) & Municipality: _____

County Route No.: _____ Site Abuts County Road: _____

Type of Submission:

- New Application
- Revision of Prior Application
- Resubmission of Part of Major Subdivision

Date: _____

Date: _____

Tax Map Data:

Plate(s): _____

Block(s): _____

Lot(s): _____

Existing Zoning: _____

Variance Required: _____

Type of Plan:

- | | | |
|--|---|--|
| <input type="checkbox"/> Site Plan | <input type="checkbox"/> Final Development Plan | <input type="checkbox"/> Preliminary Plan |
| <input type="checkbox"/> Major Subdivision | <input type="checkbox"/> Filing Plan | <input type="checkbox"/> Minor Subdivision |
| <input type="checkbox"/> Other: _____ | | |

Submission Information:

Applicant: _____ Phone: _____ Fax: _____
Address: _____ Town: _____ State: _____
E-Mail: _____ Zip: _____

Agent: _____ Phone: _____ Fax: _____
Address: _____ Town: _____ State: _____
E-Mail: _____ Zip: _____

Proposed Use:

- | | | |
|---|--|--|
| <input type="checkbox"/> Single Family Detached | <input type="checkbox"/> Town Homes | <input type="checkbox"/> Commercial |
| <input type="checkbox"/> High Rise Apartments | <input type="checkbox"/> Mid-Rise Apartments | <input type="checkbox"/> Garden Apartments |
| <input type="checkbox"/> Commercial | <input type="checkbox"/> Industrial | <input type="checkbox"/> Other: _____ |

Area:

Total of Existing Lot: _____ AC Portion to be Sub-divided: _____ AC
Dedicated Land: _____ AC Explain: _____

Signatures Required:

Signature of Applicant: _____ Date: _____
Person Completing Application
(Please Print): _____ Date: _____

Municipal Use:

Classification of Application: _____
Authorized Municipal Signature: _____
Title: _____ Transmittal Date: _____
Phone No.: _____

For County Use:

Classification of Application: _____
Authorized County Signature: _____
Title: _____ Date Received: _____
Phone No.: _____ Log No.: _____
Plan No.: _____

Camden County Planning Division

Chapter XIV -Camden County Planning Board-Administration Guidelines



The review fees shall apply to each land subdivision or land development submitted to the Camden County Planning Board for review in accordance with the New Jersey County and Regional Planning Enabling Act, Section 40:27-6.2 and 40:27-6.6.

The fee may be submitted, with the standard submission package, by the appropriate municipality, or the submission package and fee may be submitted in person to the County Planning Board located at the Charles J. DePalma Public Works Complex, 2311 Egg Harbor Road, Lindenwold, NJ 08021.

Checks or money orders (no cash will be accepted) should be made out to Treasurer, County of Camden. Any fee submitted that is not consistent with the above fee schedule will prevent the 30 day statutory review period from commencing. The review period will commence when the proper fee is received by this Board. In addition, any check refused by the bank due to insufficient funds will stop the review process which will not start again until the required fee is received.

No refund of an application fee will be made if a project is disapproved by the Camden County Planning Board.

The County fee will *not* be combined with any local municipal fee.