

**SHAMONG TOWNSHIP**

**ORDINANCE 2012-4**

**AMENDING CHAPTER 110-19  
OF THE LAND DEVELOPMENT  
PORTION OF THE TOWNSHIP CODE  
GOVERNING “FEES AND ESCROWS”**

**WHEREAS**, the Township’s rates for fees and escrows associated with Land Development applications have not been updated since 2008; and

**WHEREAS**, the Township Committee desires to update the fees to more accurately reflect administrative and professional fee costs associated with applications; and

**WHEREAS**, the Township’s Land Use Board has recommended certain changes to the rates, as governed by Chapter 110-19; and

**WHEREAS**, the Township Engineer has made recommendations with regard to the costs associated with updating Township Tax Maps.

**NOW, THEREFORE, BE IT HEREBY ORDAINED** that Chapter 110-19 is hereby amended as follows:

**§ 110-19. Fees and escrows.**

Fees as outlined below are nonrefundable and are to cover the administrative costs incurred by the Township in processing applications. The escrow accounts are to pay the cost of professional review by the Engineer, Solicitor, planning consultant, and other professionals employed by the approving authority to review and make recommendations on an application for development. At the time of submitting an application to the Administrative Officer, the applicant shall be required to execute an escrow agreement with the approving authority in a form approved by the Solicitor of the approving authority to cover all necessary and reasonable costs incurred by the technical and professional reviews, processing, inspection, preparation of documentation, resolutions or engaging in any other professional activity with respect to the proposed application. The amounts specified below as escrow amounts are estimates which shall be paid prior to certification of a complete application. In the event that more than the amounts specified below for escrows are required to pay the reasonable costs incurred, the applicant shall, prior to being permitted to take the next step in the approval procedure, or in any event prior to obtaining occupancy permits for any element of the project, pay all additional sums required. In the event that the amounts posted for escrows are more than those required, the excess funds

shall be returned to the applicant within 60 days of the issuance of a certificate of occupancy for the project. Prior to the issuance of an occupancy certificate for any element of the project, the Zoning Officer shall determine from the Chief Finance Officer whether there are sufficient amounts in the escrow fund to pay pending bills. The Chief Finance Officer shall periodically advise the Administrative Officer of the balance of all escrow accounts and when additional funds are required, it shall be the obligation of the Chief Financial Officer to notify the applicant of the amounts needed and to notify the approving authority of any refusal or failure to properly make any payments required. In addition to these terms, the escrow agreement may include any additional terms which are agreed to by the applicant and the approving authority and which are permitted by law. All charges against the escrow account shall be at the same rate that the professional bills the municipality and no applicant shall be charged in excess of that rate. No sum shall be disbursed from the escrow account without receipt by the Chief Financial Officer and approval by the Township Committee of appropriate vouchers from the professional(s). The processing of all monies received in the escrow account and payments there from by the Chief Financial Officer shall be in accordance with the provisions of Chapter 54, P.L. 1995 as the same may be amended and supplemented and any regulations promulgated by the Commissioner of the Department of Community Affairs.

A. Schedule of fees and escrows.

- (1) Concept review or informal discussion.
  - (a) Application fee: \$250.
  - (b) Escrow account: \$500.
- (2) Change of use and site plan waiver.
  - (a) Application fee: \$250.
  - (b) Escrow account: \$1,000.
- (3) Minor site plan.
  - (a) Application fee: \$250.
  - (b) Escrow account: \$1,500.
- (4) Major site plan, preliminary plat.
  - (a) Application fee: \$250.
  - (b) Escrow account: \$2,000, plus \$450 per acre or portion thereof.
- (5) Major site plan, final plat.
  - (a) Application fee: \$250.
  - (b) Escrow account: \$2,000, plus \$450 per acre or portion thereof.
- (6) Minor subdivision.
  - (a) Application fee: \$250.
  - (b) Escrow account: \$1,000.
- (7) Major subdivision, preliminary plat.
  - (a) Application fee: \$250.
  - (b) Escrow account: \$3,000, plus \$100 per lot.
- (8) Major subdivision, final plat.

- (a) Application fee: \$250.
  - (b) Escrow account: \$2,000, plus \$100 per lot.
- (9) Variance.
- (a) Application fee: \$250.
  - (b) Escrow account: \$1,000.
- (10) Conditional use applications.
- (a) Application fee: \$250.
  - (b) Escrow account: (Covered per Site Plan/ Subdivision Request fees).
- (11) Inspection fee.
- (a) Five percent of the first \$100,000 of cost of bondable improvements as computed by the Township Engineer.
  - (b) Three percent of the balance of the cost of bondable improvements as computed by the Township Engineer.
  - (c) If inspection fees and escrows exceed \$500,000, arrangements may be made with the Administrative Officer to establish a revolving fund to cover such escrows and inspection fees, which fund shall be replenished upon demand.
- (12) Rezoning. Should an applicant file a request for rezoning, said application shall be accompanied by a fee in the amount of \$250 and an escrow in the amount of \$1,000. Applicant's rezoning request shall describe the current zoning; the requested zoning; the changes that are necessary to the municipality's Master Plan; a narrative statement supporting the change to the Master Plan and the rezoning request; a statement of changes that have taken place in the municipality since the last revision or review of the Master Plan that would support the change to the Master Plan and the rezoning request; impact studies such as traffic, environmental, fiscal, such as are pertinent and necessary for the Municipality's review and decision of the rezoning request.
- (13) Tax Maps. In addition to the above fees, the applicant, at the time of any final approval which changes the lines as shown on the existing Tax Map of the municipality, shall pay to the municipality a Tax Map adjustment fee in accordance with the following schedule to defray the cost of modifying the Township's Tax Maps:
- \$65.00 per lot for minor subdivisions (five [5] lots or less)
  - \$25.00 to \$45.00 per lot for major subdivisions and condominium unit(s) dimensioning and detailing (six [6] lots or more), further broken down as follows:
    - \$45.00 per lot for six (6) to twenty-five (25) lots
    - \$40.00 per lot for twenty-six (26) to seventy-five (75) lots
    - \$35.00 per lot for seventy-six (76) to one hundred twenty-five (125) lots
    - \$30.00 per lot for one hundred twenty-six (126) to one hundred seventy-five (175) lots
    - \$25.00 per lot for one hundred seventy-six (176) or more lots
  - \$800.00 per commercial site plan
  - \$1,000.00 per condominium site plan plus \$20.00 per unit for residential condominium projects
  - \$45.00 per lot or per change for each lot/tax map revision due to deed discrepancies, lot line adjustments, easement detailing, ownership labeling, acreage calculation and labeling, street name changes and other minor revisions
  - \$500.00 for printing/plotting of final deliverables, as outlined herein

B. In the event that an application includes a request for more than one type of relief, the fees applicable to each type of relief shall be separately charged and collected and a separate application form shall be submitted even though the applicant may be applying to only one municipal board.

I, Susan D. Onorato, Township Clerk of the Township of Shamong, County of Burlington, State of New Jersey, do hereby certify that this ordinance was passed on first reading at a meeting of the Township Committee held on February 7, 2012, and will be further considered for adoption following a public hearing to be held on March 6, 2012, at 7:30 p.m. at the Shamong Municipal Building.

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Susan D. Onorato, RMC