



**FOR OFFICE USE ONLY:**

**Date Received:** \_\_\_\_\_

**Documents submitted:**

**Zoning Log #:** \_\_\_\_\_

**Prior Approvals:**

**Received**

**N/A**

- Zoning Board Variance Approval (Date of resolution approving work: \_\_\_\_\_ )
- Preliminary Planning Board ( ) or Zoning Board ( ) approval
- Final Planning Board ( ) or Zoning Board ( ) approval (Administrative Officer sign off)
- Board of Health, Bayshore Regional Sewerage Authority or Holmdel Sewer Dept. Approval
- Freehold Soil Application or approval letter (For soil disturbance greater than 5,000 sq. ft.)
- N.J.D.E.P. approval for site work involving wetlands (Cert # : \_\_\_\_\_ )
- Other: \_\_\_\_\_

**Application Documents:**

**Received**

**N/A**

- Tax Certification
- Payment (Check number: \_\_\_\_\_ amount: \$ \_\_\_\_\_ or Cash: \$ \_\_\_\_\_)
- Two (2) copies of a current signed and sealed Survey with locations of proposed work.
- Three (3) sets of Plans (Signed & sealed by Professional or signed & dated by Homeowner)
- Signed Developer's Agreement
- Three (3) sets of Soil and Erosion Plans (two (2) sets for Township Engineer)
- Fencing Certification / Silt Fence
- Conservation Easement Protection Fencing Certification
- Tree Save Certification
- Other: \_\_\_\_\_

**Documents Prior to Final Approval:**

**Received**

**N/A**

- Foundation Location Survey (Date received: \_\_\_\_\_ )
- Two (2) copies of signed and sealed FINAL Survey (Date received: \_\_\_\_\_ )
- Other: \_\_\_\_\_

**Notes:**