BOROUGH OF PENNINGTON
VARIANCE APPLICATION PROCEDURE

If the property is located in the Historic District check to see if a Certificate of Appropriateness is required for the application. If it is required, it must be submitted with the application.

Fill out Application (2 pages). Be sure all signatures are on the cover page. Eighteen (18) copies. Check for application due date, usually 30 days before the Planning/Zoning Board meeting. Meetings are usually held the second Wednesday of each month at 7:30 p.m., but there could be exceptions. Enclose any plans or drawings necessary to support the application (18 copies).

Pay Fee and Escrow (two separate checks) – check with Planning Board Secretary and fill out **W-9 Form** and **Escrow Agreement Form** to be submitted with application. At the same time, by Letters to the Tax Collector (enclosed) request a certified list of property owners within 200 feet of the property and that taxes and assessments have been paid. Fee - $10.00 (may be included with the check for Fees).

Notice (sample enclosed) should be mailed by Certified mail (Return Receipt Requested is recommended, but not required) or delivered by hand and obtaining the signature of each property owner on the certified list at least 10 days prior to the hearing. It is also necessary to fill out and have notarized the attached affidavit stating that you have served notice. If the property is located on a County street notice should be sent to: Mercer County Planning Division, 640 South Broad Street, P.O. Box 8068, Trenton, NJ 08650. **If the Tax Collector's letter states that there are properties in Hopewell Township within the 200 feet you must also request a list from the Zoning Officer in Hopewell Township and notice must also be sent to the properties on that list.**

IMPORTANT INFORMATION

The Planning Board has requested that applicants be reminded of the importance of providing notice of their applications in strict compliance with the provisions of the Municipal Land Use Law. Where notice is required, it must be given at least ten (10) days prior to the date of the hearing, both in the paper and to property owners. **If either of these is not done at least 10 days ahead the application cannot be heard at the scheduled meeting.** Notice to property owners cannot be given in any manner less formal than set forth above. Mailing the notice by regular mail, leaving the notice in a mail box or affixed to a door, or giving it to any other person than the property owner or agent is not adequate and will delay action on the application.

A sample form is enclosed to help with the Legal Notice for the newspaper. This notice must be published at least 10 days prior to the hearing in the Hopewell Valley News. The Hopewell Valley News is a weekly newspaper published on Fridays, therefore, your notice must be published at least two (2) Fridays before your hearing date. Check with the paper concerning the deadline for submission.

As soon as possible, deliver to the Secretary of the Planning/Zoning Board: the Statement of Delivery (form enclosed) signed by you and notarized; the receipts for the Certified and green cards if it was sent Return Receipt; Proof of Publication obtained from the paper after your notice has been published and the statement from the Tax Collector that taxes have been paid. If you have any questions concerning this contact the Planning Board Secretary at 737-0276.

In order to ensure expeditious processing of the application, the applicant should be careful to comply fully and promptly with all requirements. The time for the Board's decision (120 days for variance) shall not begin to run until the filing of a complete notice of appeal or development application, together with the required fees and proof that the application has been filed with the Mercer County Planning Board and Soil Erosion Review Board for their review, where applicable.

VARIANCE APPLICATION

The following are suggestions to help you submit an informative application for a zoning variance. The Application Review Committee may request additional information before scheduling your application for a hearing.

Advance preparation of a clear and specific application will greatly improve your chances of a timely decision on your application.

PLOT PLAN OR SURVEY

A plot plan is required showing the proposed work. The application should include a clear diagram showing existing conditions on the property in question. These include, but are not limited to a footprint of all structures (house, shed, garage, fences, etc.); location of driveways, walkways, shade trees and property lines. The plot plan should show the distances of each structure from the property lines.

PROPOSED PLOT PLAN

Present a plan showing elevations (façade design and dimensions) and all proposed changes to the property. These include, but are not limited to: exterior lighting, drainage plans, windows, air conditioners, and type(s) of building material. Indicate any changes in site grading, window and door locations/sizes, etc. If you propose to modify existing structures, you must show their distance from your property lines. Please note that some changes NOT INCLUDED on your plans may be required for consideration by the Planning Board at a subsequent meeting.

FLOOR PLAN

A floor plan is required on all applications for a change in **USE**. The plan should show the current configuration and all proposed changes. The Board recommends that applicants seeking a use variance meet in advance with the construction code official to determine what building modifications, if any, are required by the BOCA code.

PHOTOGRAPHS

In order to have a variance approved, you must clearly demonstrate that what you propose will not have a negative effect on the surrounding area. In some cases, you may wish to argue that your proposal will have a positive effect on the neighborhood. In either case, photos of the property from different angles and photos of the surrounding area, such as the streetscape, are extremely useful to the Board. It would be particularly helpful to include photos of any similar, existing conditions on nearby properties.

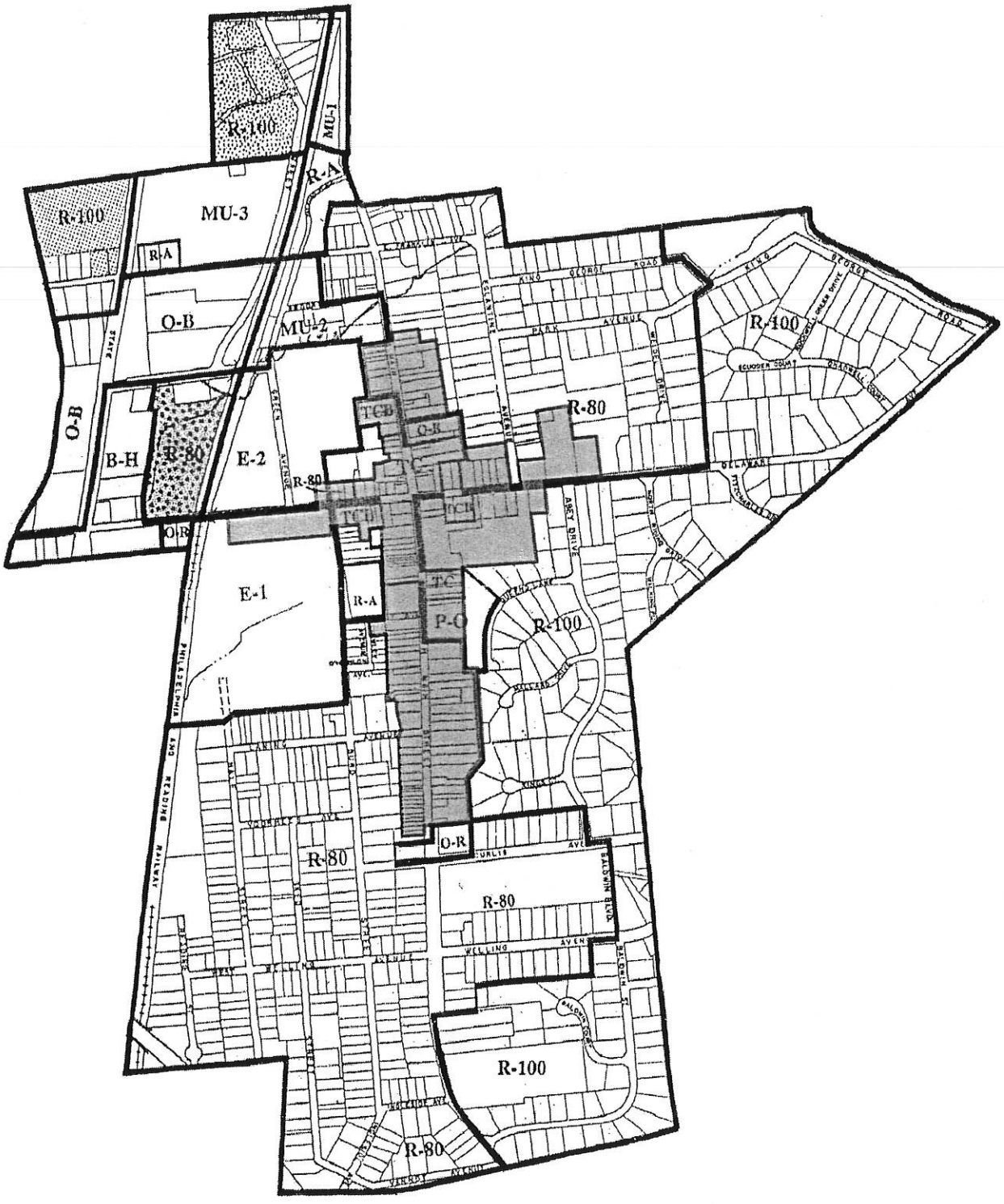
THE HEARING

Above all, clearly describe for the Board every aspect of your proposal. In order to approve an application, the Board requires that you explain what "special reasons" in your proposal justify overriding the Borough's Zoning Ordinances.

TIPS

- You may wish to familiarize yourself with the Board's procedures by attending one or two meetings prior to your hearing.
- Do not assume that members of the Board are familiar with your property or neighborhood. Present your application as if you were talking to complete strangers.
-Keep your presentation clear and concise. Your escrow will be billed by the professional consultants of the Borough (Planner and/or Engineer) if they are asked to comment on the application.

Proposed Pennington Crossroads Historic District



2011 Proposed Pennington Crossroads Historic District

January 31st, 2011

Application # _____
Rec'd_____

APPLICATION FOR VARIANCE

PLEASE PRINT

LOCATION Address _____

Block _____ Lot _____ Zone _____

APPLICANT Signature _____

Name _____

Address _____

_____Phone _____

E mail _____

Official Relationship with Owner _____

OWNER By my signature, hereto, I consent to the filing of this application:

Signature _____

Name _____

Address _____

_____Phone _____

LIST OF SUPPORTING DOCUMENTS SUBMITTED

Has there been any prior application to the Planning or Zoning Board regarding this property? _____ If yes, please fill out below:

Type of Application (Variance, Site Plan, etc.)	Date	Nature of Application	Disposition (Approved or Disapproved)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

1. Notice is hereby given of appeal from the following action of _____ taken _____ and based on or made in the enforcement of the Zoning Ordinance. (If appeal is being made directly to Planning/Zoning Board without prior application, this section does not need to be completed.)

2. Zoning Ordinance Citation of section from which relief is requested:

_____

3. Statement of relief requested:

_____

_____

_____

_____

A. Present use of premises _____ Proposed use _____

B. Size of building proposed (for new construction)

Width _____ Depth _____

Height _____ Stories _____

C. Setbacks (of new buildings or additions)

Front _____ Back _____

Side _____ Side _____

4. What are the exceptional conditions of the property preventing applicant from complying with the Zoning Ordinance?

_____

_____

_____

5. Supply a statement of facts showing why relief can be granted without substantial detriment to the public good and will not substantially impair the intent and purpose of the zone plan and Zoning Ordinance.

_____

_____

_____

_____

VARIANCE APPLICATION CHECKLIST

Borough of Pennington
Mercer County, NJ

FOR OFFICE USE ONLY:
Block:
Lot:
Appl. #:
Applicant:
Received:

This checklist is required for all applications to the Planning Board for a variance pursuant to NJSA 40:55D-70(c)) or (d). Applicants are required to submit the required number of copies of application forms, checklists and maps/exhibits.

Checklist Requirement	Applicant Checklist	Waiver Requested	ARC Recom-mends	Board Action
1. 15-20 copies of a fully completed Application for Variance form and the checklist. Applicant to check off items submitted or waiver requested.				
2. Applicable fees, escrow and escrow agreement form.				
3. If the applicant is a corporation or partnership, a list of the names and addresses of all persons having a 10% or more interest, in accordance with New Jersey Statutes.				
4. 15-20 copies of a survey showing present status of the property, prepared by a New Jersey licensed Land Surveyor including the following:				
A. A current key map with north arrow showing the subject and adjacent properties; and structures thereon. A Google map could be used.				
B. Dimensions of all existing or proposed lots.				
C. Lot area of all existing or proposed lots in square feet and acres.				
D. Zoning district of subject property and surrounding lots; bulk requirements applying to subject property in table form and displayed graphically.				
E. The location and purpose of all easements or rights-of-way on the subject property and adjoining lots.				
F. The location of all existing and proposed streets, existing and proposed buildings, structures, driveways and parking areas on the subject property, indicating setbacks from all lot and road lines.				
G. Title block containing the name of the applicant, the name, address and telephone number of the plat preparer, license number, signature and seal, existing lot and block numbers, the date prepared and the date and substance of each revision.				
H. Plans and elevations should be accurate, true to scale and readable.				
5. 15-20 copies of drawings, sketches, architectural elevations, floor plans, or other documents submitted in support of the application.				

SEE REVERSE

Checklist Requirement	Applicant Checklist	Waiver Requested	ARC Recom-mends	Board Action
6. ENGINEERING				
A. Location and details of all existing and proposed stormwater control measures, including, but not limited to: roof drains, down spouts, dry wells, storm water inlets, manholes, piping, stormwater basins, outfalls, ditches, streams or other water courses.				
B. Where a basement or cellar is proposed for any building, including single and multi-family dwellings, the applicant shall provide information regarding the depth to seasonal high water table, based on soil borings taken at the location of the proposed structure.				

Legend for ARC recommendations:

A – ARC recommends that the waiver request be approved.
D – ARC recommends that the waiver request be denied.
I - ARC finds that the application is incomplete because the applicant has not submitted required information and recommends that the application not be heard.

APPLICANT: Explain below why you believe each requested waiver of requirements should be granted. Please refer to each specific checklist item for which you are requesting a waiver of requirements; e.g. "8A."

PENNINGTON BOROUGH
PLANNING/ZONING

Property address: _____

Block _____ **Lot** _____ **Zone** _____

Historic District: Yes ( ) No ( ) **Corner Lot: Yes ( ) No ( )**

ZONING REGULATIONS

	PRESENT	PROPOSED	ZONE REQUIREMENTS
Lot size			
Lot width			
Lot length			
Front setback			
Rear yard setback			
Right side yard setback			
Left side yard setback			
Building Height			
% of lot coverage			
Height-slope ratio*			
Floor Area Ratio			
Gross floor area			

*see attached regarding slope

I hereby certify that the above information is true and correct.

_____

(Print)

_____

Signature

BOROUGH OF PENNINGTON
CONSENT TO ENTRY

The undersigned property owner hereby gives consent to entry onto the property known as _____ and also known as Block(s) _____Lot(s) _____, on the Tax Map of the Borough of Pennington to the members of the Pennington Borough Planning/Zoning Board and the Borough's consultants to perform inspections/observations of the property, at reasonable times, in connection with the development application submitted.

This right of entry onto the subject property is limited only to those person listed above.

_____

DATE

_____

Property Owner's Signature

Form **W-9**
(Rev. December 2014)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Print or type
See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only **one** of the following seven boxes:

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____

Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)

Requester's name and address (optional)

6 City, state, and ZIP code

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number

			–			–				

or

Employer identification number

		–						

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here | **Signature of U.S. person** ▶ | **Date** ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at *www.irs.gov/fw9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

TO: Tax Collector

DATE: _____

Please send proof of payment of all taxes and assessments on the property known as:

Block_____Lot(s)_____

Address_____

FROM: _____(Please Print)

_____

_____

_____(Phone Number)

_____

(Signature)

TO: Tax Collector

DATE:_____

I hereby request a certified list of property owners within 200 feet of the property known as:

Block_____ Lot(s)_____

Address_____

for purposes of notification.

FROM: _____(Please print)

_____

_____

_____(Phone Number)

I have enclosed the required fee of $10.00.

_____

(Signature)

PLANNING/ZONING BOARD
PENNINGTON BOROUGH

ESCROW AGREEMENT

Application #: _____

Applicant's name: _____
(property owner)

Applicant's address: _____

_____

Application for the following property:

Block: _____ Lot(s): _____

Street address: - _____

Pursuant to Chapter 98-12 of the Pennington Borough Code, the undersigned hereby agrees to pay for the cost of professional services, including, but not limited to engineering, professional planning and legal services, necessary to review the developer's (property owner's) application as captioned above.

_____
Name (print or type legibly)

_____
Property owner's signature

_____
Date

Sample form for Legal Notice ----

Borough of Pennington
Mercer County, New Jersey

Please take notice that the Pennington Borough Planning/Zoning Board at its regular meeting on Wednesday, (date) at 7:30 p.m. at Borough Hall, 30 North Main Street, Pennington, New Jersey will hold a Public Hearing on an application for (Site Plan Review, Subdivision, Variance, etc.) for property located at Block _____ Lot(s) _____ at (street address). State nature and describe application (addition, new residence, etc. sq. footage and list all variances being requested. It is advised to also include the following statement: Approvals are also being requested for any other approvals or waivers that may be needed.

The application and documents for which approval is sought are available for public inspection at the Office of the Borough Clerk in Borough Hall, 30 N. Main Street from 8:30 am – 4:30 pm.

_____(Name)

_____(Address)

THIS FORM IS A FORMAT ONLY---RETYPE OR REWRITE IN ITS ENTIRETY, FILLING IN THE BLANKS WITH THE PROPER INFORMATION. DO NOT TURN THIS FORM IN TO THE PAPER!

Date: _____

NOTICE

Notice is hereby given that on _____ the _____ day of _____, 20___ at _____ p.m., at the Pennington Borough Hall, 30 North Main Street, Pennington, NJ, the Planning/Zoning Board of said Borough will hold a hearing on the appeal or application of the undersigned, at which time and place all interested persons will be given an opportunity to be heard:

Location of Premises: Block _____ Lot(s) _____

Street address: _____

Nature of appeal or application (describe application and the request for approval):

Approvals are also being requested for any other approvals or waivers that may be needed.

The application and documents for which approval is sought are available for public inspection at the office of the Borough Clerk in Borough Hall during regular business hours.

_____

(Signature of appellant or applicant)

TO: PLANNING/ZONING BOARD OF THE BOROUGH OF PENNINGTON

STATE OF NEW JERSEY)
: ss.
COUNTY OF MERCER)

, being duly sworn according to law upon oath disposes and says:

I served a notice, of which the attached is a true copy, upon each of the persons hereinafter listed (they being all the owners of property within 200 feet of the subject property) on the dates and in the manner hereinafter indicated.

Owner(s) Name and address	Date Served	Personal Service	Left with Agent	Certified Mail

Sworn to and subscribed before me this

..... day of ....., 20.....

....

(Signature of notary) (Signature of applicant)

Chapter 98: FEES

Article II: Land Use Fees

[Adopted 7-6-1998 by Ord. No. 98-11; amended in its entirety 10-4-1999 by Ord. No. 99-12]

§ 98-10 Rules for submission of applications for development.

[Amended 12-19-1999 by Ord. No. 99-16]

All applications for development to the Planning Board or the Planning Board acting as a Board of Adjustment shall be in such form and submitted to the respective Board in accordance with the rules prescribed by the Board and by this article.

§ 98-11 Application fee, escrow deposit and inspection fee.

[Amended 10-1-2007 by Ord. No. 2007-8]

Applications for development shall be accompanied by the payment to the Borough of an application fee, escrow deposit and, if appropriate, an inspection fee. The application fee and escrow deposit shall be paid separately according to the following schedule:

Application	Fee	Escrow
MINOR SUBDIVISION	$400	$500 per lot
Resubmission or amendment	$100	
Concept review	$300	$300 to be credited
MAJOR SUBDIVISION		
Preliminary	$600	$600 per lot
Final	$400	$400 per lot
Resubmission or amendment	$300	$400 per lot
Extension	$100	
Concept review	$500	$500 to be credited
SITE PLAN		
Preliminary		
Residential	$600	$10 per unit; minimum $500
Nonresidential	$600	$0.10 per square feet improved; minimum $500
Final		
Residential	$400	$10 per unit; minimum $300
Nonresidential	$400	$0.05 per square feet improved minimum $300
Resubmission or amendment		
Residential	$300	$300 + $10 per unit
Nonresidential	$300	$300 + $0.10 per square feet improved
Waiver	$300	$200
Extension	$100	$300
Concept review	$200	$500 to be credited
CONDITIONAL USES		
Residential	$300	$400
Nonresidential	$400	$800
INTERPRETATIONS		
Residential	$200	$600
Nonresidential	$300	$600
APPEALS		
Residential	$200	$500
Nonresidential	$400	$500

Application	Fee	Escrow
VARIANCES		
Bulk		
Residential	$250 per variance	$1,000
Nonresidential	$400 per variance	$1,000 per variance
Use		
Residential	$300	$1,000
Nonresidential	$500	$1,500
SPECIAL MEETING OF BOARD	$500	
ZONING PERMITS		
Residential		
Principal use	$50	
Accessory use	$25	
Commercial		
Principal use	$100	
Accessory use	$50	
Temporary activity permit	$25	
Residential conversion	$50	

§ 98-12 Purpose of fees.

[Amended 12-29-1999 by Ord. No. 99-16]

The application fee as set forth hereinabove is a flat fee to cover direct administrative expenses, other than professional services, and is nonrefundable. The escrow amount as set forth hereinabove is established to cover the cost of professional services, including but not limited to engineering, professional planning, legal and other expenses connected with the review of the submitted materials, the related hearing process and followup thereto. The applicant shall execute an escrow agreement to authorize payment of said expenses. Sums not utilized in the review process shall be returned to the applicant within a reasonable period of time after the adoption of a resolution of memorialization by either the Planning Board or Planning Board acting as a Board of Adjustment disposing of the pending land development application. If additional funds are deemed necessary, the applicant shall be notified of the required additional amount and add such sum to the account as required by the Planning Board or Planning Board acting as a Board of Adjustment. Where applicable, no building permit or development certificate of occupancy shall be issued until all escrow charges have been paid. All escrow charges which are due and owing shall become a lien upon the premises with respect to which said charges are required and shall remain so until paid. Said overdue charges shall accrue the same interest from time to time as taxes upon real estate in the Borough. The Borough shall have the same remedies for the collection thereof with interest, costs, and penalties as it has by law for the collection of taxes upon real estate. All escrow fees shall be administered in accordance with the provisions of the Municipal Land Use Law, as amended from time to time.

§ 98-13 Applications with several requests.

Where one application for development included several approval requests, the sum of the individual required fees shall be paid.

§ 98-14 Professional review and inspection fees associated with subdivision and site plan approval.

Each applicant for subdivision or site plan approval shall agree, in writing, to pay all reasonable costs for professional review of the application and for inspection of the improvements. All such costs for review and inspection must be paid before any approved plat, plan or deed is signed or any construction permit is issued, and all remaining costs must be paid in full before any occupancy of the premises is permitted or certificate of occupancy issued.

§ 98-15 Traffic study fees.

[Amended 12-29-1999 by Ord. No. 99-16]

If either the Planning Board or the Planning Board acting as a Board of Adjustment determines that a land development application requires a traffic study, then, in accordance with the provisions of N.J.S.A. 40:55D-53.1 et seq., either the Planning Board or Planning Board acting as a Board of Adjustment shall notify the land development applicant that a traffic study is necessary for the proper review and analysis of said application. In lieu of having the applicant hire a traffic consultant to prepare said study, the applicant shall deposit with the Borough sufficient funds so as to allow the Borough to contract for professional engineering services in order to prepare the traffic study for the application. Once the study is completed, a copy shall be furnished to the applicant, as well as to the board of jurisdiction. The Chief Financial Officer of the Borough shall also, simultaneously with providing the applicant with a copy of the traffic study, prepare and send to the applicant a statement advising as to the cost of the study and the balance, if any, remaining in the applicant's land development escrow account which shall be utilized to pay for said study. If there are insufficient funds in said escrow account, the applicant, within reasonable time period, shall post an additional deposit to said account to cover the cost of said traffic study and such other consulting expenses as are authorized by the above-referenced provisions of Chapter 291, Laws of New Jersey, 1975, as amended from time to time.

§ 98-16 Court reporter fees.

If an applicant desires a court reporter, the cost for taking testimony and transcribing it and providing a copy of the transcript to the Borough shall be at the expense of the applicant, who shall arrange for the reporter's attendance.

§ 98-17 Waivers and modifications.

Any request for a waiver or modification of an application fee shall be made to the appropriate board which may grant a waiver or modification upon a finding of economic hardship, governmental relationship or the interests of fairness and justice so require.

§ 98-18 Reimbursement by applicant for inspection fees incurred by Borough.

In addition to the fees provided for hereinabove, each applicant for development shall reimburse the Borough for all reasonable inspection fees required for the inspection of work to be performed by the applicant. Prior to the issuance of any developmental permits, the developer shall deposit with the Borough, for placement in a special trust fund account, a sum equal to 5% of the amount of the performance guaranty estimate of the cost of improvements to be built in the development to be applied to payment of inspection costs. If the inspection costs exceed such fund, the developer shall deposit with the Borough additional sums upon notice from the Borough Engineer. The inspection fee shall in no case be less than $100. If the 5% of the amount of performance guaranty estimate of costs of improvement in the opinion of the Borough exceeds the anticipated reasonable inspection fees, the Borough Engineer shall adjust the deposit provided for hereinabove to reflect the anticipated inspection fees. The Borough shall return any balance of the inspection deposit to the developer upon expiration of the maintenance bond, together with the paid invoices for all expenses charged.

§ 98-19 Miscellaneous fees.

Miscellaneous fees shall be as follows:

A. Copy of zoning ordinance: $40.

B. Copy of Master Plan: $25.

C. Subdivision approval certificate: $25.

D. Certified list of property owners: $0.25 per name or $10 whichever is greater.
[Amended 4-5-2010 by Ord. No. 2010-5]

E. Tape of meeting: $25.
[Added 10-1-2007 by Ord. No. 2007-8]

F. CD copy of meeting: $8.
[Added 10-1-2007 by Ord. No. 2007-8]