

**WAIVER OF SITE PLAN - MINOR SITE PLAN**  
**INSTRUCTION SHEET**

No Waiver of Site Plan will be considered if the application does not meet the definition (Section 112-5) of "Minor Site Plan":

- 1) Does not involve building construction in excess of 5,000 square feet;
- 2) Complies with all provisions of the Development Ordinance;
- 3) Does not involve planned development, any new street, or extension of any off-tract improvement which is to be pro-rated pursuant to Section 112-26B of the Development Ordinance.

**SUBMISSION**

WHERE TO FILE:        Planning Board  
                              475 DeMott Lane  
                              Somerset, New Jersey 08873  
                              (732) 873-2500            FAX (732) 873-1059

WHAT TO FILE:        The applicant shall submit the following:

- 1) Twenty copies of the completed application requesting waiver of site plan (sheet 3/4 attached).
- 2) Twenty sealed site plans showing:
  - (a) All property lines of the subject property plotted from deed descriptions.
  - (b) All existing and proposed structures.
  - (c) All required setbacks under existing zoning and proposed setbacks.
  - (d) All existing and proposed stoned and paved areas, including delineation of existing and proposed parking stalls.
  - (e) Existing and proposed landscaping.
  - (f) Existing and proposed lighting.
  - (g) Grading and drainage information as determined by the Township Engineer.
  - (h) Area of disturbance clearly delineated and dimensioned.
  - (i) Revised parking calculations.
- 3) Twenty copies of the existing floor plans and proposed floor plans, with the areas subject to change of use clearly defined.
- 4) Twenty copies of the completed lot data table (sheet 4/4 attached).
- 5) If any of the above items are not applicable, provide a written explanation.

FEES:                    \$100.00. Check payable to "*The Township of Franklin.*" Escrow fees if applicable. See attached sheet.

**PUBLIC HEARING**

The applicant will be advised by letter of the date scheduled for a public hearing on the application. The applicant or his attorney must be present at the hearing. Note that the applicant, if incorporated, must be represented by an attorney pursuant to State Statute. Within 45 days of action by the Board, the action taken will be reduced to writing and presented to the Board for adoption in the form of a resolution. The date of adoption of the resolution is the official date of approval of the application.

### **PROCEDURES AFTER APPROVAL**

Upon adoption of a resolution by the Board, a copy of the resolution will be forwarded to the applicant within 10 days. The applicant shall comply with all conditions of approval, if any, as noted in the resolution prior to the issuance of any building permit or commencement of any site clearing unless otherwise specified. Upon compliance with all conditions of approval, the site plans will be signed by the Secretary of the Planning Board and distributed to the applicant and appropriate township agencies. Building Permits for construction may be issued upon proper application to the Department of Code Enforcement only after the site plans are signed.

**WAIVER OF SITE PLAN - MINOR SITE PLAN**  
**APPLICATION FORM**

DATE: \_\_\_\_\_

BLOCK: \_\_\_\_\_ LOT: \_\_\_\_\_ ZONE: \_\_\_\_\_

APPLICANT: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

Person to whom correspondence should be directed if different than above:

NAME: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

OWNER: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

Applicant's interest in property if not owner: \_\_\_\_\_

**SITE INFORMATION**

DESCRIPTION OF THE PROPOSED DEVELOPMENT: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

AREA OF PROPERTY: \_\_\_\_\_

GROSS SQUARE FOOTAGE OF BUILDING: EXISTING: \_\_\_\_\_

PROPOSED: \_\_\_\_\_

TOTAL SQUARE FOOTAGE OF OTHER EXISTING: \_\_\_\_\_  
IMPERVIOUS SURFACES: PROPOSED: \_\_\_\_\_

PROPOSED: \_\_\_\_\_

NUMBER OF PARKING SPACES PROVIDED: EXISTING: \_\_\_\_\_

PROPOSED: \_\_\_\_\_

NUMBER OF EMPLOYEES/VEHICLES EXISTING: \_\_\_\_\_  
USED IN OPERATION: PROPOSED: \_\_\_\_\_

PROPOSED: \_\_\_\_\_

\_\_\_\_\_  
OWNER'S SIGNATURE

\_\_\_\_\_  
APPLICANT'S SIGNATURE

*\* Note that without owner's signature the application will be declared incomplete.*

**WAIVER OF SITE PLAN - MINOR SITE PLAN**  
**LOT DATA TABLE**

	<b><u>REQUIRED</u></b>	<b><u>EXISTING</u></b>	<b><u>PROPOSED</u></b>
Minimum Size of Lot:			
<i>Square Feet:</i>	_____	_____	_____
<i>Acres:</i>	_____	_____	_____
Minimum Frontage:	_____	_____	_____
Minimum Front Yard:	_____	_____	_____
Minimum Rear Yard:	_____	_____	_____
Minimum Side Yard:	_____	_____	_____
Minimum Total of Two Side Yards:	_____	_____	_____
Lot Coverage (building area):			
<i>Square Feet:</i>	_____	_____	_____
<i>Percent:</i>	_____	_____	_____
Impervious Coverage:			
<i>Square Feet:</i>	_____	_____	_____
<i>Percent:</i>	_____	_____	_____
Maximum Height:	_____	_____	_____
F.A.R. (floor area ratio):	_____	_____	_____
Accessory Buildings:	_____	_____	_____
Minimum Side Yard:	_____	_____	_____
Minimum Rear Yard:	_____	_____	_____

NOTE: Show all building setback lines on plans.