

TOWNSHIP OF LIVINGSTON

APPLICATION FOR APPROVAL OF A SITE PLAN

DATE OF SUBMISSION APPLICATION NUMBER
FOR OFFICE USE

- Minor Preliminary Approval Final Approval Preliminary & Final Approval

BLOCK LOT(S) ZONE

PROJECT LOCATION

APPLICANT TELEPHONE

ADDRESS

OWNER TELEPHONE

ADDRESS

ATTORNEY REPRESENTING APPLICANT

ADDRESS TELEPHONE

EMAIL

NAME OF PERSON PREPARING THE SITE PLAN

ADDRESS TELEPHONE

EMAIL

LOT DIMENSIONS

BRIEF DESCRIPTION OF PROJECT (Indicate type of use proposed; size of structures; hours of operation; number of employees; number of parking spaces; intention to sell or rent; and any other information submitted for consideration.)

Blank lines for project description

DOES THIS SITE PLAN COMPLY WITH ALL REQUIREMENTS OF THE ZONE? If not, state violation, article, section and variance request and state principal points on which the variance request is made. (Use separate sheet if necessary.)

Blank lines for compliance question

TOWNSHIP OF LIVINGSTON

LIST ANY LICENSES, PERMITS OR OTHER APPROVALS REQUIRED BY MUNICIPAL, COUNTY, STATE OR FEDERAL LAW AND THE STATUS OF EACH.

I hereby affirm that all of the above statement and statements contained in the papers submitted herewith are true.	I hereby affirm that I am the attorney for the owner of the premises involved in this application and that I consent to the filing of the application.
<hr/> <i>Signature of Applicant / Owner</i> <i>Date</i>	<hr/> <i>Signature of Attorney</i> <i>Date</i>
<hr/> <i>Address</i>	<hr/> <i>Address</i>

PUBLIC NOTICES ARE A JURISDICTIONAL REQUIREMENT. THE APPLICATION CANNOT BE HEARD UNTIL PUBLICATION AND PUBLIC NOTICE IS PROPERLY SERVED AND PROOF OF SAID NOTICE IS RECEIVED.

THIS APPLICATION DOES NOT RELIEVE THE APPLICANT FROM COMPLYING WITH OTHER TOWNSHIP ORDINANCES SUCH AS THE LOT SURFACE DRAINAGE, STORM WATER OR TREE REMOVAL ORDINANCES. OBTAINING THE NECESSARY APPROVALS AND PERMITS UNDER SUCH ORDINANCES WILL BE THE RESPONSIBILITY OF THE APPLICANT.

ESSEX COUNTY PLANNING BOARD

In the event that this project is bounded on any side by a county road or is within 200' of another municipality or includes a subdivision, a county application must be completed and submitted to Essex County Planning Board directly. Submit to the Planning Department verification that the application was filed with the County Planning Board.

TOWNSHIP OF LIVINGSTON

MANDATORY SUBMISSION ITEMS & APPLICATION CHECK LIST

1. FIFTEEN (15) COLLATED SETS OF THE FOLLOWING:

- Completed application (with original signatures) for Approval of a Site Plan
- Completed Checklist of Preliminary Site Plan Details, with original signature and seal
- Site Plan prepared in accordance with Section 170-61 of the Land Use Ordinance
- Storm-water Management Plan
- Tree Removal Plan and Tree Replacement Plan in accordance with Section 170-53 of the Land Use Ordinance
- List of names and addresses of persons having 10% interest or more in the applicant corporation or partnership
- Statement of Compliance with requirements of Residential Site Improvement Standards (RSIS), if applicable
- Any other reports or documents submitted in support of the application
- Environmental Impact Statement, prepared in accordance with Section 130 et seq. of the General Ordinances, or a completed Environmental Impact Statement Waiver Application.

2. TWO (2) COLLATED SETS OF ALL DOCUMENTS AND A COPY OF ALL DOCUMENTS IN PORTABLE ELECTRONIC FORMAT (PDF) MUST ALSO BE SUBMITTED TO THE LIVINGSTON ENVIRONMENTAL COMMISSION (“LEC”) CONCURRENT WITH SUBMISSION TO THE PLANNING DEPARTMENT. THE LEC SUBMISSION MUST BE MADE THROUGH:

Livingston Environmental Commission
c/o Jackie Hollis – Livingston Planning Department
357 South Livingston Avenue
Livingston, NJ 07039

3. THREE (3) SETS OF ALL DOCUMENTS MUST BE SUBMITTED TO THE LIVINGSTON BUSINESS IMPROVEMENT DISTRICT (“BID”) ARCHITECTURAL REVIEW BOARD CONCURRENT WITH SUBMISSION TO THE PLANNING DEPARTMENT. THE BID SUBMISSION MUST BE MADE THROUGH:

Livingston Business Improvement District
Attn: Beth Lippman, Executive Director
154 South Livingston Avenue, Suite 207
Livingston, NJ 07039

4. Completed **W-9 Form** (Request for Taxpayer Identification Number and Certification).
5. Completed **Application for Development**, which will provide certification from the Tax Collector that no taxes or assessments for local improvements are due or delinquent.
6. Complete **Request for Certified List of Property Owners**, in order to obtain list of all property owners within 200 feet of the property. (\$10.00 fee – please make check payable to the Township of Livingston.)
7. Fee and Escrow as required by Ordinance.

TOWNSHIP OF LIVINGSTON

ATTACHMENTS:

- Application for Review of a Site Plan
- Preliminary Site Plan Details Check List
- Final Site Plan & Check List
- Environmental Impact Statement Waiver Application
- W-9 Form
- Application for Development (Certification of Taxes and Assessments)
- Request for Certified List of Property Owners within 200'
- BID Façade Matrix
- Planning Board or Zoning Board Model Conditions of Approval

Copies of the board's Rules of Procedure can be obtained from the Planning Department or on-line at www.livingstonnj.org / Planning Department.

PRELIMINARY SITE PLAN DETAILS

APPLICANT: _____
PROPERTY LOCATION: _____
BLOCK, LOT & ZONE: _____

The preliminary site plan shall be drawn at a scale of not more than 50 feet to the inch and shall include such details as may be necessary to properly evaluate the application and determine compliance with this chapter. Any site plan involving any new building or addition thereto or any site improvements shall be drawn by a licensed New Jersey professional engineer, architect or professional planner as set forth in N.J.A.C. 13:40-7.3. Where applicable to the proposed use or construction, the following information shall be clearly shown:

- | | NOT
SHOWN | SHOWN | |
|--|--------------|-------|---|
| | | | (1) The name and title of the applicant, owner and person preparing the map. If the applicant is a corporation or a partnership, the application form shall list the names and addresses of all stockholders or individual partners owning at least 10% of its stock of any class or at least 10% of the interest in the partnership, as the case may be. |
| | | | (2) A place for the signature of the Chairman and Secretary of the Planning Board. |
| | | | (3) A place for the signature of the Township Engineer. |
| | | | (4) The Township Tax Map lot and block number. |
| | | | (5) The date, scale and North sign. |
| | | | (6) The zone district in which the property in question falls and zone district of adjoining property. |
| | | | (7) All existing and proposed signs and their size, nature of construction and location, and all existing proposed exterior lighting, including size, nature of construction, location, height, the area and direction of illumination and the lumen power. |
| | | | (8) Rights-of-way, easements and all lands to be dedicated to the Township. |
| | | | (9) The entire property in question, even though only a portion of said property is involved in the site plan; provided, however, that where it is physically impossible to show the entire property on the required sheet, a key map is permitted. |
| | | | (10) All abutting streets and property lines. |
| | | | (11) An indication of the sanitary disposal system. |
| | | | (12) The area of the lot and all lot line dimensions. |
| | | | (13) The location of all existing and proposed buildings, with building setback, side line and rear yard distances. |
| | | | (14) The location of off-street parking areas, showing proposed parking, sidewalks and loading spaces, with dimensions, width of proposed access drives and aisles and traffic circulation. |
| | | | (15) Existing and proposed contours or, at the discretion of the Township Engineer, spot elevations of the property and for 100 feet outside the property at two-foot intervals when new buildings or parking areas are proposed. If only a portion of the property is being developed, contours need only be shown for said portion and 100 feet beyond. |
| | | | (16) Elevations at the corners of all proposed buildings and paved areas and at the property corners if new buildings or paved areas are proposed. |

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PRELIMINARY SITE PLAN DETAILS

APPLICANT: _____
PROPERTY LOCATION: _____
BLOCK, LOT & ZONE: _____

NOT SHOWN SHOWN

Empty checkboxes for item 17

(17) Tentative building floor plans and front, rear and side elevations, showing building materials. Said plans shall be at a scale of not less than 1/8 inch to one foot. Said plans shall be drawn by a licensed architect.

Empty checkboxes for item 18

(18) Specifications for and the location of proposed surface paving and curbing.

Empty checkboxes for item 19

(19) The location of all structures on any abutting property within 100 feet of the property in question.

Empty checkboxes for item 20

(20) Existing streams, brooks or other natural or man-made drainage facilities when pertinent to any proposed construction on the lot.

Empty checkboxes for item 21

(21) Proposed storm drainage facilities, water mains, sanitary sewer lines, water wells, waste disposal systems and other such proposed construction on the lot, as well as existing facilities of this nature when pertinent to any proposed use or construction.

Empty checkboxes for item 22

(22) All fences, walls, sidewalks or similar features to be provided.

Empty checkboxes for item 23

(23) A generalized plan for proposed landscaping showing the basic treatment of unpaved areas.

Empty checkboxes for item 24

(24) The present status and contemplated use of all existing buildings on the property.

Empty checkboxes for item 25

(25) A soil erosion and sediment control plan if required in accordance with said statute and approval of the application shall be conditioned upon certification of the soil erosion and sediment control plan by the district.

Empty checkboxes for item 26

(26) A map showing the entire drainage area and the drainage area contributing to each pertinent drainage structure along with drainage tabulation sheets showing calculations for each drainage area. Each drainage area shall be marked for identification purposes.

Empty checkboxes for item 27

(27) Official seals of licensed professional engineer, land surveyor, architect or planner preparing the plans.

Empty checkboxes for item 28

(28) An environmental statement as required by Section 10-1 et seq. of the Revised General Ordinances.

Empty checkboxes for item 29

(29) A storm water management plan as required by Ordinance No. 13-1983 of the Township of Livingston.

Empty checkboxes for item 30

(30) A recycling plan which will make provisions for the collection and disposition of recyclable materials as required in the Township Recycling Ordinance. This required plan shall not only show in specific detail on the site plan where aluminum, glass, newspapers and nonrecyclable material will be separated and collected on site but shall also be accompanied by a program in narrative form. This narrative of the proposed recycling program for the site shall address who is responsible for the separation and collection of all recyclable materials and the method of disposing all recycling materials on site.

Explain any details not shown, and provide the grounds for requested relief from requirement to be shown:

Signature and Seal of person preparing Final Site Plan & Checklist

Date

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FINAL SITE PLAN & CHECKLIST

APPLICANT: _____
PROPERTY LOCATION: _____
BLOCK, LOT & ZONE: _____

The final site plans shall be drawn in the same manner as the preliminary site plan and shall include all those details outlined for Preliminary Site Plans. In addition, the final site plan shall show or include the following:

NOT SHOWN	SHOWN
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(1) Final contours of the property and for 100 feet outside the property at two-foot intervals when new buildings or parking areas or resurfacing of existing parking areas are proposed. If only a portion of the property is being developed, contours need only be shown for said portion and 100 feet beyond.

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(2) Final building floor plans and front, rear and side building elevations, showing building materials.

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(3) The location, type and size of existing and proposed catch basins, storm drainage facilities and all utilities, both above and below ground.

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(4) The location, type and size of all existing and proposed curbs, sidewalks, driveways, fences, retaining walls, parking space areas and the layouts thereof, and all off-street loading areas, together with the dimensions of all the foregoing.

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(5) The location, size and nature of all existing and proposed rights-of-way, easements and other encumbrances which may affect the premises in question and the location, size and description of any lands contemplated to be dedicated to the township.

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(6) The location, size and nature of the entire property in question and any contiguous property owned by the developer or in which the developer has a direct or indirect interest, even though only a portion of the entire property is involved in the site plan for which approval is sought; provided, however, that where it is physically impossible to show such entire property or contiguous property or properties on one map, a key map thereof shall be submitted.

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(7) The location, names and widths of all existing and proposed streets abutting the premises in question, the property lines of all abutting properties, together with the names and addresses of the owners as disclosed on the Township Tax Map and tax rolls on file in the township offices as of the date of the site plan application.

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(8) A landscaping plan shall be submitted and be subject to review and approval by the Planning Board. The landscaping plan shall show in detail the proposed setback dimensions for all buildings, the location, size and type of all plantings, including lawns to be used on the site. All areas not used for buildings or off-street parking shall be included in the landscape plan.

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(9) A recycling plan which will make provisions for the collection and disposition of recyclable materials as required in the Township Recycling Ordinance. This required plan shall not only show in specific detail on the site plan where aluminum, glass, newspapers and nonrecyclable material will be separated and collected on site but shall also be accompanied by a program in narrative form. This narrative of the proposed recycling program for the site shall address who is responsible for the separation and collection of all recyclable materials and the method of disposing all recycling materials on site.

Explain any details not shown, and provide the grounds for requested relief from requirement to be shown:

Signature and Seal of person preparing Final Site Plan & Checklist _____ Date _____

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ENVIRONMENTAL IMPACT STATEMENT WAIVER APPLICATION

APPLICANT: _____
 PROPERTY LOCATION: _____
 BLOCK, LOT & ZONE: _____

1	Describe the nature and use of proposal.	
2	Describe the previous/current use of property.	
3	Describe the nature and use of all adjoining properties.	
4	Does the property presently comply with the Livingston Storm Water Management Plan?	YES _____ NO _____ Describe: _____
5	How will the area of impervious surface change? What area will be impervious when complete?	% Increase: _____ % Decrease: _____ Area (Square Feet)
6	What is the current topography and/or slope? Will there be any change in topography and/or slope?	_____ YES _____ NO _____ Describe: _____
7	Describe historic resource on or in vicinity of property.	
8	Describe existing wildlife on property.	
9	Will existing plants/trees be changed/removed?	YES _____ NO _____ Describe: _____
10	What is the soil type (if known)?	
	Is the type based on qualitative testing?	YES _____ NO _____ Describe: _____
11	What is the distance from closest Wetlands?	_____ Feet _____ Miles
12	What is the distance from closest Floodplain?	_____ Feet _____ Miles
13	What is the distance from closest surface water body?	_____ Feet _____ Miles
		Identify water body:
14	Is an increase in air pollution expected during construction? Post-construction?	YES _____ NO _____ Describe: _____
		YES _____ NO _____ Describe: _____
15	Is an increase in noise expected during construction? Post-construction?	YES _____ NO _____ Describe: _____
		YES _____ NO _____ Describe: _____
16	Is an increase in traffic expected during construction? Post-construction?	YES _____ NO _____ Describe: _____
		YES _____ NO _____ Describe: _____
17	Is the property on the NJDEP Known Contaminated Site List? Or otherwise known to be contaminated?	YES _____ NO _____ Describe: _____
		YES _____ NO _____ Describe: _____

Signature _____ Print Name _____ Date _____ Telephone No. _____

Qualifications (If necessary, continue your answer on a separate page.)

Chapter 130: ENVIRONMENTAL IMPACT STATEMENT

[HISTORY: Adopted by the Township Council of the Township of Livingston 11/5/1979 as Ch. 10 of the 1979 Revised General Ordinances. Amendments noted where applicable.]

GENERAL REFERENCES

Land use — See Ch. 170.

§ 130-1 Title.

This chapter shall be known, and may be cited, as the "Environmental Protection Ordinance of the Township of Livingston."

§ 130-2 Definitions.

As used in this chapter, the following terms, words and derivations shall have the meaning given herein. When not inconsistent with the context, words used in the present tense shall include the future; words in the singular number shall include the plural; and words in the plural number shall include the singular. The word "shall" is always mandatory and not merely directory.

ENVIRONMENTAL IMPACT STATEMENT – A written description and analysis of all possible direct and indirect effects a project will have upon the project's site as well as upon the surrounding region affected thereby, with particular reference to the effect of the project upon the public health, welfare and safety, the protection of public and private property, and the preservation and enhancement of the natural environment.

PLANNING BOARD – The Planning Board of the Township.

PROJECT

- A. Any major subdivision of land lying within any residence district delineated upon the Zoning Map accompanying and made part of the Zoning Ordinance of the Township, *Editor's Note: See Ch. 170, Land Use.* as well as the buildings and structures thereafter to be erected on such subdivided land.
- B. Any major or minor subdivision of land lying within any zone district, other than a residence district, delineated upon said Zoning Map, as well as the buildings and structures thereafter to be erected on such subdivided land.
- C. Any site development plan or site plan requiring approval of the Planning Board pursuant to said Zoning Ordinance, as well as the building or structure shown on such plan.

§ 130-3 Environmental impact statement required for projects.

Every application filed with the Planning Board for approval of a project, as the same is herein defined, shall be accompanied by an environmental impact statement, in triplicate.

§ 130-4 Contents of environmental impact statement.

Every environmental impact statement shall contain the following:

- A. Key map showing the location of the project and how it relates to the surrounding region affected thereby.
- B. Description of the project specifying, in the form of maps, drawings, graphs or similar visual aids, and also by narrative, what is to be done and how it is to be done during and after construction of the project, including information and technical data adequate to permit a careful assessment of the environmental impact of the project.
- C. An inventory of the existing environmental conditions at the project site and in the surrounding region affected thereby which shall describe the following:
 - (1) Physical characteristics.
 - (a) Air quality.

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- (b) Hydrology, including maps and descriptions of streams, water bodies and floodplains and a discussion of water quality.
 - (c) Geology.
 - (d) Soils and their properties, including capabilities and limitations.
 - (e) Topography and slope.
 - (f) Drainage.
 - (g) Vegetation.
- (2) Wildlife.
- (a) Fish and aquatic organisms.
 - (b) Wild animals.
- (3) Man-made conditions and structures.
- (a) Sanitary and storm sewer systems, including planned construction.
 - (b) Noise characteristics and levels.
 - (c) Traffic volume.
 - (d) Land use, including maps and descriptions of zoning and master plan delineation of the project area.
 - (e) Aesthetics.
- (4) Community character.
- (a) History, including maps and descriptions of sites of historic and archeological significance.
 - (b) Demography.
 - (c) Culture.
 - (d) Maps and descriptions of sites reserved or planned for recreational purposes or as wildlife refuges.
- (5) Air and water quality. Air quality and water quality shall be described with reference to the standards promulgated by the Department of Environmental Protection of the State of New Jersey and soils shall be described with reference to criteria contained in the Northeast Jersey Soil Conservation District Standards and Specifications.
- D. A listing of all licenses, permits or other approvals required by municipal, county or state law, the status of each, and proof that the applicant has contacted officials of any federal, state, county or municipal agency affected by the proposed project.
- E. An assessment of the probable impact of the project upon all of the topics listed in Subsection C above.
- F. A listing and evaluation of adverse environmental impacts which cannot be avoided, with particular emphasis upon air or water pollution, increase in noise during and after construction, damage to plant, tree and wildlife systems, damage to natural resources, displacement of people and businesses, increase in sedimentation and siltation, flooding, potential stormwater runoff damage both on and off site, increase in municipal services, and health, safety and well-being of the public. Off-site impact shall also be set forth and evaluated.
- G. A thorough description of the steps to be taken to minimize adverse environmental impact before, during and after construction of the project, both at the project site and in the surrounding region affected thereby, such description to be accompanied by necessary maps, schedules and other explanatory data as may be needed to clarify and explain the actions to be taken.
- H. Identification and description of any irreversible and irretrievable commitment of resources which would be involved in the proposed action.
- I. A statement of alternatives to the proposed project which might avoid some or all of the adverse environmental effects, including a no-action alternative, with an objective evaluation of each alternative including the no-action alternative.
- J. A reference list of available pertinent, published information relating to the project, the project site, and the surrounding region affected thereby.

§ 130-5 Review by Planning Board and Environmental Commission.

The Planning Board shall submit the environmental impact statement to the Livingston Environmental Commission for its review and comments. The Environmental Commission shall make a report thereon to the Planning Board within 30 days following the submission of the environmental impact statement to the Environmental Commission. The time for the filing of the said report by the Livingston Environmental Commission may be extended at the discretion of the Planning Board depending upon the complexity of the project being considered. In reviewing a subdivision or a site plan, the Planning Board shall take into consideration the effect of the project upon all aspects of the environment as outlined above, as well as the sufficiency of applicant's proposals for dealing with any immediate or projected adverse environmental effect.

§ 130-6 Conditions of approval.

The Planning Board may require, as a condition of approval of the application, that steps be taken to minimize the adverse environmental impact during and after construction, and no construction permit or certificate of occupancy, as the case may be, shall be issued until all such requirements shall have been complied with.

§ 130-7 Public or quasi-public projects.

An environmental impact statement, as required herein, shall also be submitted as to all public or quasi-public projects unless such are exempt from the requirements of local law by supervening county, state or federal law.

§ 130-8 Projects involving large-acreage tracts.

The Planning Board may require that the statement be written in separate but complete parts when the project encompasses extensive acreage or involves more than one watershed.

§ 130-9 Waiver of environmental impact statement.

Notwithstanding the foregoing, upon request of the applicant, the Planning Board may waive the requirement for an environmental impact statement if sufficient evidence is submitted by the applicant to support a conclusion that the proposed project will have a slight or negligible environmental impact. At the request of the applicant, portions of such requirement may likewise be waived upon a finding by the Planning Board that a complete statement need not be prepared in order to evaluate adequately the environmental impact of the project.

§ 130-10 Filing fees.

Upon filing an application for an environmental impact statement, the applicant shall pay to the Township a nonrefundable fee of \$200 to cover the costs of reviewing and processing said application and accompanying environmental impact statement. In the event an applicant requests in writing that the Planning Board waive the requirement for an environmental impact statement or waive portions of such requirement, such request shall be accompanied by a nonrefundable fee of \$25 to cover the costs of reviewing and processing said application. In the event a waiver application is denied by the Planning Board, then and in that event, upon payment of an additional fee of \$175 to cover the costs of review and processing, an application may be filed with the Planning Board for approval of the subject project, it being required as aforesaid that such application be accompanied by an environmental impact statement, in triplicate.

§ 130-11 Appeal to Township Council.

If, after considering the data and information contained in the environmental impact statement, the project is rejected by the Planning Board, its decision may be appealed to the Township Council by filing a written notice with the Township Clerk within 10 days after receiving notice of rejection. The Township Council shall hold a hearing on the matter within 30 days after the notice of appeal has been filed and may modify, affirm, or reverse the Planning Board's decision.

§ 130-12 Violations and penalties.

Any person who violates any provision of this chapter shall, upon conviction thereof, be punished by a fine not exceeding \$500, or by imprisonment for a term not exceeding 90 days, or both. A separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

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.	Name (as shown on your income tax return)	
	Business name, if different from above	
	Check appropriate box: <input type="checkbox"/> Individual/Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ <input type="checkbox"/> Exempt payee <input type="checkbox"/> Other (see instructions) ▶	
	Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
	City, state, and ZIP code	
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 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 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).

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 4.

Sign Here	Signature of U.S. person ▶	Date ▶
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General Instructions

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

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

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.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

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APPLICATION FOR DEVELOPMENT

APPLICANT _____

ADDRESS _____

BLOCK(S) _____

LOT(S) _____

This will certify that all taxes on the above referenced property have been paid to date and that there are no outstanding assessments for local improvements, except as noted below.

Vibha Desai, Tax Collector

TOWNSHIP OF LIVINGSTON

REQUEST FOR CERTIFIED LIST OF PROPERTY OWNERS

PROPERTY LOCATION

BLOCK(S)

LOT(S)

REQUESTED BY

ADDRESS

TELEPHONE

EMAIL

I hereby request one (1) copy of a certified list of all property owners within 200' of the property described above. Please mail the list to the above address.

The ten-dollar (\$10.00) fee for the preparation of this list is attached.

Signature

Date