

**CITY OF CAMDEN
DEPARTMENT OF PLANNING & DEVELOPMENT**

**DIVISION OF PLANNING
&
ZONING**



**SITE PLAN APPLICATION AND
SUBMISSION ITEMS PACKAGE**

Any question please contact:
Angela Miller, Planning Board Secretary
(856) 757-7214

SITE PLAN APPLICATION AND SUBMISSION ITEMS PACKAGE

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REVISED 8/27/2020

**SITE PLAN APPLICATION
CHECKLIST**

CHECK IF COMPLETED

FOR OFFICE USE ONLY

- | | |
|--|-------|
| <input checked="" type="checkbox"/> 1. Zoning Application | _____ |
| <input checked="" type="checkbox"/> 2. Site Plan Applications & Site Plans (15 copies of both) | _____ |
| <input checked="" type="checkbox"/> 3. Proof of ownership (i.e. Deed, Tax Bill and/or Lease) | _____ |
| <input checked="" type="checkbox"/> 4. Signed Escrow Fee Agreement | _____ |

PRIOR TO SUBMISSION OF ANY SITE PLAN APPLICATIONS EVERY APPLICANT MUST CALL FOR A PRE-APPLICATION CONFERENCE.

IT IS STRONGLY ADVISED THAT THE APPROPRIATE PROFESSIONALS BE PRESENT AT SAID MEETING.

PRE-APPLICATION CONFERENCE FEE: \$500.00

(ACCORDING TO SECTION 577-270 OF THE CITY'S ZONING CODE)

***NOTE:**

- A. Incomplete applications will not be processed.
- B. Submission hours are 8:30am to 4:30pm, Monday through Friday. All applications must be stamped "received" by the Division of Planning. No outside drop-offs will be processed.
- C. All plans must be folded with *Title Block* facing upward.
- D. Whenever public notice is required, the Division of Planning shall prepare procedures for said notification and advise applicant of its readiness.

Revised 8/27/2020

The following checklist pertains to PLOT PLANS:

Check if Completed

For Office Use Only

- 1. Name and Address of owner and applicant** _____
- 2. Name, signature, licenses #, seal and address of engineer, land surveyor, architect, professional planner, and/or landscape architect (as applicable).** _____
- 3. Title block denoting type of application, tax map sheet, county municipality, block and lot, and street address.** _____
- 4. Key map not less the 1" – 1000" showing location of tract to surrounding street, municipal boundaries, etc. within 500'.** _____
- 5. Schedule for required and proposed zone requirements for Lot area, frontage, setbacks, imperious coverage, parking, etc.** _____
- 6. North arrow to top of sheet, scale and graphic scale.** _____
- 7. Signature block for board chair, secretary, zoning officer/ administrative officer and engineer.** _____
- 8. Date of property survey** _____
- 9. Acreage of tract to nearest tenth** _____
- 10. Date of original and all revisions** _____
- 11. Size and location of existing or proposed structures and their dimension of setbacks** _____
- 12. Location and dimensions of any existing or proposed streets** _____
- N/A 13. All proposed lot lines and area of lots in square feet** _____
- N/A 14. Copy of and plan delineation of any existing or proposed deed restriction** _____
- 15. Any existing or proposed easement or land reserved or dedicated for public use** _____
- 16. Existing streets, other right-of-way or easements; water courses, wetlands, soils floodplains, or other environmentally Sensitive area within 200' of tract** _____
- 17. Topographical features of subject property from USGS 7.5 minute maps** _____

CHECK IF COMPLETED

FOR OFFICE USE ONLY

- 18. Boundary, limits, nature and extent of wooded areas,
Specimen trees and other significant physical features** _____

- 19. Drainage calculations** _____

- 20. Proposed utilities: sanitary sewer, water, storm water
management, telephone, cable TV and electric** _____

- 21. Soil erosion and sediment control plan if more than 5000 sq. ft.** _____

- 22. Spot and finished elevations at all property corners, corners of
Structures, existing or proposed first floor elevations** _____

- 23. Construction details road and paving cross-sections and profiles
if no profiles needed** _____

- 24. Lighting plan and details *By Others** _____

- 25. Landscape plan and details** _____

- 26. Site identification signs, traffic control signs, and directional signs** _____

- 27. Sight triangles** _____

- 28. Vehicular and pedestrian circulation patterns** _____

- 29. Parking plan indicating spaces, size and type aisle width internal
Collectors, curb cuts, drives and driveways and all ingress and
Egress areas with dimensions** _____

- 30. Preliminary architectural plan and elevations** _____

- 31. Environmental impact report, parcels 2 acres or larger** _____

- 32. Plan paper size should be 24 by 36** _____

**PURSUANT TO THE CODE OF THE CITY OF CAMDEN
(ARTICLE I, SECTION 233-4)**

SITE PLAN APPLICATION

(Please Answer ALL Questions)

APPLICANT National Energy Partners LLC

ADDRESS 701 Cooper Rd, Suite 9, Voorhees, NJ 08043

TELEPHONE# 856-273-5761 **FAX#** _____

OWNER OF PROPERTY EMR Eastern, LLC
(if other than applicant)

ADDRESS 201 N. Front Street, Camden, NJ 08102

TELEPHONE 469-778-9216

**IF APPLICANT IS INCORPORATE OR A PARTNERSHIP, LEGAL REPRESENTATION IS REQUIRED.
PLEASE PROVIDE THE FOLLOWING:**

ATTORNEY'S NAME Jeffrey R. Chang, Esq.

ADDRESS c/o Fox Rothschild LLP 997 Lenox Drive, Lawrenceville, NJ 08648

TELEPHONE# 609-895-7072 **FAX#** _____

EMAIL ADDRESS jrchang@foxrothschild.com

PLEASE PROVIDE THE FOLLOWING INFORMATION BELOW:

ENGINEER AND/OR ARCHITECT NAME Andrew E. Coursen. P.E. & L.S.

ADDRESS c/o Churchill Engineers 344 NJ-73 #A, Berlin, NJ 08009

TELEPHONE# 856-767-6901 **FAX#** _____
acoursen@churchillengineers.com

ADDRESS OF DEVELOPMENT North Front Street, Camden, NJ

BLOCK NO.(S) 63 **LOT NO.(S)** 70.01 **ZONE** US- University and Support Zone

PRESENT USE(S) The property is currently used as an office

DESCRIBE PROPOSED USES (S):
(attach separate sheet if needed) The applicant is proposing to construct a detached carport
with solar panels on top.

SQUARE FOOTAGE OF PROPOSED USE N/A

LOT AREA (Measured in Square Footage) 41,382 SF

BUILDING AREA OF GROUND FLOOR 450 ft

BUILDING AREA (Total Sq. Ft. – all floors) N/A

NO. OF PROPOSED PARKING SPACES N/A

NO. OF EXISTING PARKING SPACES N/A

AREA IN ACRES OF ANY ADDITION ADJOINING LAND OWNED BY APPLICANT N/A

DOES THIS APPLICANT CONSTITUTE:
(Please check appropriate box)

- New Application
- Preliminary Preliminary and Final
- Revision or Resubmission of a prior application

*IS THIS APPLICATION FOR A VARIANCE TO CONSTRUCT A MULTI-DWELLING OF 25 OR MORE FAMILY DWELLING UNITS? (Please check) YES NO

*IS THIS APPLICATION INTENDED FOR COMMERCIAL PURPOSE(S)?
(Please check) YES NO

IF THE ANSWER TO (A) OR (B) IS "YES", AND/OR IF APPLICANT IS A CORPORATION OR PARTNERSHIP, PLEASE PROVIDE THE FOLLOWING:

1. Name and address 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. (Additional sheet may be attached if needed).

NAME	ADDRESS
1st National Investment Holdings, LLC	701 Cooper Road, Voorhees, NJ 08043
Louis Sabec	701 Cooper Road, Voorhees, NJ 08043

DOES THIS APPLICATION INCLUDE:

1. AN ADDITION OF 1,000 SQ. FT. OR MORE TO AN EXISTING STRUCTURE?
(Please circle) YES NO

2. AN ADDITION OF 1,000 SQ. FT. OR MORE OF PAVING AREA FOR OFF-STREET PARKING?
(Please circle) YES NO

THIS APPLICANT CERTIFIES THAT THE ABOVE INFORMATION HAS BEEN COMPLETED TO THE BEST OF HIS/HER KNOWLEDGE.

April 5, 2024

DATE

National Energy Partners LLC

APPLICANT'S NAME (PLEASE PRINT)

DocuSigned by:

Lou Sabec

D9FBF8CA25094BB

APPLICANT'S SIGNATURE

Louis Sabec, Authorized Signatory