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Catherine M. Ward

[cward@stradley.com](mailto:cward@stradley.com)

856.321.2402

September 8, 2021

**Via UPS**

Tavistock Borough  
c/o Denise Moules, RMC  
Borough of Barrington  
229 Trenton Avenue  
Barrington, NJ 08007

**RE: Minor Subdivision Application**  
**Applicant: Tavis Holdings Trust**  
**Property: Block 1, Lot 5, owned by Tavis Holdings Trust**  
**Block 1, Lot 6, owned by Tavistock Country Club**

Dear Denise:

On behalf of Tavis Holdings Trust, the Applicant, enclosed please find six (6) copies of the following documents:

- Minor Subdivision Application
- W-9 form for Tavis Holdings Trust
- Minor Subdivision Plan
- Escrow Agreement
- Tax Certification
- Legal Description for the current Lot 5, Block 1
- Legal Description for the Proposed Lot 5, Block 1
- Legal Description for the Proposed Lot 6, Block 1

Also attached are separate checks, each in the amount of \$250.00, for the application fee (#357571) and escrow deposit (#357570). If more money is required for the escrow, please let me know. Likewise, please let me know as soon as possible the following information:

- date when this application will be heard so that publication of the notice can occur in a timely manner in the Retrospect and notice may be sent directly to the designated property owners;
- the place and times that the application package can be reviewed by any interested party; and
- the URL and any other relevant details for the virtual Council meeting at which the application will be considered.

Please note that Tavistock Country Club, owner of Lot 6 of Block 1, authorizes the submission of this Minor Subdivision application by virtue of an agreement with Tavis Holdings Trust for the conveyance of the sliver of land which contains the encumbrance which will be resolved by the Minor Subdivision approval. If the Borough requires further documentation of such authorization, it can be provided.

If you should have any questions, please don't hesitate to call (856-321-2402) or email me. Thank you for all of your help with this application.

Sincerely,



Catherine M. Ward

Enclosures

cc: Tavis Holdings Trust  
Tavistock Country Club  
Brown & Connery  
Marathon Engineering & Environmental Services, Inc.

DATE FILED: \_\_\_\_\_ APPLICATION # \_\_\_\_\_

**BOROUGH OF TAVISTOCK SUBDIVISION APPLICATION**

Application is hereby made for a MINOR SUBDIVISION approval of land hereinafter more particularly described:

1. APPLICANT/OWNER'S NAME: Tavis Holdings Trust  
c/o Todd Vanett, Esq., Stradley Ronon Stevens & Young, LLP  
ADDRESS: 2005 Market St, Suite 2600, Philadelphia, PA 19103 PHONE: 215-564-8070
2. LOCATION OF SUBDIVISION ADDRESS: 162 Tavistock Lane  
BLOCK: 1 LOT: 5 ZONE: R 50
3. TOTAL NUMBER OF PROPOSED LOTS: Two existing lots will remain two lots but the boundary line between them will shift
4. AREA OF EACH LOT RESULTING FROM THE SUBDIVISION: \_\_\_\_\_  
A portion of Lot 5 is being added to Lot 6 by relocating the lot line; no new lots are being created. Lot 5 will increase from 32,377sqft to 33,586sqft; Lot 6 will reduce from 20,000sqft to 18,791sqft
5. DEVELOPMENT PLANS: \_\_\_\_\_  
Minor Subdivision Plan dated 2.26.2021 by Marathon Engineering & Environmental
6. NAME AND ADDRESS OF PERSON PREPARING MINOR SUBDIVISION PLAN:  
NAME: Dennis DeBlasio, PLS, Marathon Engineering & Environmental Services  
ADDRESS: 3 Killdeer Court, Suite 102, Swedesboro 08085 PHONE: 856-241-9705
7. SIGNATURE OF APPLICANT Todd C Vanett, Trustee  
By: Todd C. Vanett, Trustee

FEE - Total: \$250 (Section 410 of the Unified Development Ordinance) RECEIVED - \_\_\_\_\_

RECEIVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

ACTION OF PLANNING BOARD:

Classified as a Minor – Yes \_\_\_\_\_ No \_\_\_\_\_  
Classified as a Major – Yes \_\_\_\_\_ No \_\_\_\_\_

SIGNATURES OF PLANNING BOARD CHAIRMAN AND ADMINISTRATOR:

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

## Request for Taxpayer Identification Number and Certification

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

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p><b>1</b> Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <b>Tavis Holdings Trust</b></p> <p><b>2</b> Business name/disregarded entity name, if different from above</p> <p><b>3</b> Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC    <input type="checkbox"/> C Corporation    <input type="checkbox"/> S Corporation    <input type="checkbox"/> Partnership    <input checked="" type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____  <small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small></p> <p><input type="checkbox"/> Other (see instructions) ▶ _____</p>	<p><b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____  <small>(Applies to accounts maintained outside the U.S.)</small></p>
	<p><b>5</b> Address (number, street, and apt. or suite no.) See instructions. <b>c/o Todd Vanett, Esq., Stradley Ronon, 2005 Market St, Suite 2600</b></p> <p><b>6</b> City, state, and ZIP code <b>Philadelphia, PA 19103</b></p> <p><b>7</b> List account number(s) here (optional)</p>	<p>Requester's name and address (optional)</p>

**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 instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

<b>Social security number</b>	
[ ] [ ] [ ] - [ ] [ ] - [ ] [ ] [ ] [ ]	
or	
<b>Employer identification number</b>	
38 - 7001180	

**Part II Certification**

Under penalties of perjury, I certify that:

- 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
- 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
- I am a U.S. citizen or other U.S. person (defined below); and
- 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 for Part II, later.

<b>Sign Here</b>	Signature of U.S. person ▶ <i>Todd C Vanett</i>	Date ▶ <i>9/8/21</i>
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**General Instructions**

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

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

**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, later.*

## ESCROW AGREEMENT

THIS AGREEMENT (the "Agreement") is entered into this \_\_\_ day of September 3, 2021 by and between the BOROUGH OF TAVISTOCK (the "Borough") and TAVIS HOLDINGS TRUST, the owner of Lot 5 of Block 1 in the Borough ("Applicant")

### NAME AND ADDRESS OF APPLICANT/OWNER:

Tavis Holdings Trust  
c/o Stradley Ronon Stevens & Young, LLP  
2005 Commerce Square, Suite 2600  
Philadelphia, PA 19103  
Attention: Todd C. Vanett, Trustee  
Phone: 215-564-8070  
Email: [tvanett@stradley.com](mailto:tvanett@stradley.com)  
Block 1, Lot 5

### NAME AND ADDRESS OF OWNER:

Tavistock Country Club  
100 Tavistock Lane  
Haddonfield, NJ 08033  
Block 1, Lot 6

1. **Purpose.** The Borough authorizes its professional staff to review, inspect, report to the Borough, and study all plans, documents, statements, improvements and provisions submitted by, or made by, the Applicant to the Borough or pursuant to relief granted to the Applicant by the Borough. The Borough is entitled to reimbursement from Applicant for all reasonable costs/fees incurred by its professional staff through the use of escrow deposit accounts maintained on behalf of and funded by Applicant in accordance with N.J.S.A. 40:55D-8, and N.J.S.A. 40:55D-53 et seq. of the New Jersey Municipal Land Use Law ("MLUL").

2. **Escrow Established.** The Borough and Applicant in accordance with the provisions of this Agreement, hereby create an escrow deposit account to be established with the designated financial officer of the Borough of Tavistock.

3. **Escrow Funded.** The Applicant, by execution of this Agreement, shall pay to the Borough to be deposited in the depository referred to in paragraph 2 immediately above, such sums as are required by the applicable Borough ordinances governing the same.

4. **Increase in Escrow Amount Deposited.** If, during the existence of this escrow Agreement, the funds deposited into said escrow account are insufficient to cover any voucher or bill submitted by the Borough's professional staff, Applicant shall, within fourteen (14) days of receipt of a notice from the Borough that a deficiency in the Applicant's escrow exists, provide such funding as required to fund the existing deficit as well as to pay for projected costs and fees associated with ongoing professional reviews, inspections, etc., pursuant to applicable Borough ordinances

governing the same, as well as the MLUL (specifically, N.J.S.A. 40:55D-53.1 and 53.2). Interest earned on such escrow deposits, if the amount of such interest exceeds \$ 100.00, shall, if any, be paid to the Applicant in accordance with section 53.1 of the MLUL.

**5. Disputes and Appeals.** Should any disputes arise by and between the Applicant and the Borough with respect to either the funding of, or payment from, the escrow deposit account established herein, then the settlement of any and all disputes, including any appeals from any decisions made by the Borough regarding such escrow deposit accounts, shall be made as called for by the applicable provisions of the MLUL, specifically N.J.S.A. 40:55D-53.2.a.

**6. Collection of Delinquent Escrow Balances.** Should the Applicant fail to adequately and on a timely basis fail to fund its escrow deposit account so that the payment of an necessary and reasonable fees of the Borough's professionals can be made in accordance with law, then the Borough shall be entitled to pursue all remedies available at either law or in equity, including but not limited to all amounts due, reasonable attorney's fees incurred in the collection of such amounts due, and simple interest at a rate of 18% per annum on all sums unpaid, beginning from 30 days after the Applicant received notice of such deficiencies, if permitted by law. The Borough shall be permitted to place a lien against any and all properties within the Borough owned by the Applicant until such time as all sums due and owed have been paid. The Borough shall also have the right to withhold and/or suspend any building permits, the conduct of construction inspections, the issuance of certificates of occupancy, and other actions, unless and until all escrow deficiencies have been satisfied by the Applicant.

IN WITNESS WHEREOF, the parties to this Escrow Agreement have signed below as of the date indicated on the first page

Attest:

BOROUGH OF TAVISTOCK

\_\_\_\_\_

By: \_\_\_\_\_

Witness:

APPLICANT: TAVIS HOLDING TRUST

Barbara L. Vanett

By:

Todd C. Vanett

Todd C. Vanett, Esq., Trustee

BOROUGH OF TAVISTOCK

TO: TAX COLLECTOR'S OFFICE  
FROM: PLANNING BOARD SECRETARY

PROPERTY OWNERS NAME TAVIS HOLDINGS

PROPERTY ADDRESS 162 TAVISTOCK LANE

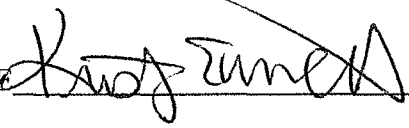
BLOCK 1 LOT 5 QUALIFIER \_\_\_\_\_

The Planning Board requests current certification of payment of taxes from the Borough of Tavistock Tax Collector on referenced subject prior to submission to the Board for Approval.

Below to be filled out by the Tax Collector's Office

X CURRENT  
\_\_\_\_\_ DELINQUENT\*

\*DELINQUENT AMOUNT \$ \_\_\_\_\_  
(does not include interest)  
YEAR \_\_\_\_\_  
QUARTERS \_\_\_\_\_

AUTHORIZED SIGNATURE  8/6/21



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Engineering & Environmental Services  
WWW.MARATHONCONSULTANTS.COM

## EXHIBIT A

**METES & BOUNDS DESCRIPTION  
PROPOSED ADDITION  
PART OF LOT 6 BLOCK 1 TO LOT 5 BLOCK 1  
BOROUGH OF TAVISTOCK, CAMDEN COUNTY, NEW JERSEY**

All of that certain lot, tract or parcel of land situated in the Borough of Tavistock, County of Camden, State of New Jersey and being further described as follows:

Beginning at a point in the Southerly right of way line of Tavistock Lane (16.50 feet wide right of way width), being in the existing division line of Lots 5 and 6, Block 1, and continuing thence

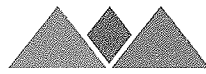
1. S 68°51'47" E along the said line of Tavistock Lane, a distance of 20.77 feet to a point in the proposed division line of Lots 5 and 6, Block 1; thence
2. S 18°43'48" W along the said line, a distance of 116.47 feet to a point in the existing division line of Lots 5 and 6, Block 1; thence
3. N 08°41'54" E along the existing division line of Lots 5 and 6, Block 1, a distance of 119.16 feet to the point and place of beginning

Containing 0.028± acres (1,208.7± square feet) of land more or less.

03/04/2021

Steven F. Mervine  
Professional Land Surveyor  
New Jersey License No. 30743





# MARATHON

Engineering & Environmental Services

WWW.MARATHONCONSULTANTS.COM

## METES & BOUNDS DESCRIPTION

### EXISTING LOT 5 BLOCK 1

### BOROUGH OF TAVISTOCK, CAMDEN COUNTY, NEW JERSEY

All of that certain lot, tract or parcel of land situated in the Borough of Tavistock, County of Camden, State of New Jersey and being further described as follows:

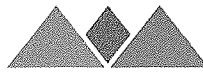
Beginning at a point in the Southerly right of way line of Tavistock Lane (33.00 feet right of way width, being 16.50 feet at a right angle from the centerline) of Tavistock Lane, being in the division lines of Lots 5 and 3, Block 1, and continuing thence

1. S 68°51'48" E along the said line of Tavistock Lane, a distance of 61.44 feet to a point in the same; thence
2. N 08°41'50" E along the said line, a distance of 16.91 feet to a point in the same line of Tavistock Lane (16.50 feet right of way width); thence
3. S 68°51'47" E along the said line, a distance of 175.00 feet to a point in the division line of Lots 5 and 6, Block 1; thence
4. S 08°41'54" W along the said line, a distance of 119.16 feet to a point in the division line of Lots 5 and 1, Block 1; thence
5. N 81°18'06" W along said line, a distance of 230.89 feet to a point in the division line of Lots 5 and 3; thence
6. N 08°41'54" E along the said line, a distance of 153.18 feet to the point and place of beginning.

Containing 0.743± acres (32,377.6± square feet) of land more or less.

03/04/2021

Steven F. Mervine  
Professional Land Surveyor  
New Jersey License No. 30743



# MARATHON

Engineering & Environmental Services  
WWW.MARATHONCONSULTANTS.COM

## METES & BOUNDS DESCRIPTION PROPOSED LOT 5 BLOCK 1 BOROUGH OF TAVISTOCK, CAMDEN COUNTY, NEW JERSEY

All of that certain lot, tract or parcel of land situated in the Borough of Tavistock, County of Camden, State of New Jersey and being further described as follows:

Beginning at a point in the Southerly right of way line of Tavistock Lane (33.00 feet right of way width, being 16.50 feet at a right angle from the centerline), being in the division lines of Lots 5 and 3, Block 1, and continuing thence

1. S 68°51'48" E along the said line of Tavistock Lane, a distance of 61.44 feet to a point in the same; thence
2. N 08°41'50" E along the said line, a distance of 16.91 feet to a point in the same line of Tavistock Lane (16.50 feet right of way width); thence
3. S 68°51'47" E along the said line, a distance of 195.77 feet to a point in the proposed division line of Lots 5 and 6, Block 1; thence
4. S 18°43'48" W along the said line, a distance of 116.47 feet to a point in the division line of Lots 1 and 5, Block 1; thence
5. N 81°18'06" W along said line, a distance of 230.89 feet to a point in the division line of Lots 3 and 5; thence
6. N 08°41'54" E along the said line, a distance of 153.18 feet to the point and place of beginning.

Containing 0.771± acres (33,586.3± square feet) of land more or less.

03/04/2021

Steven F. Mervine  
Professional Land Surveyor  
New Jersey License No. 30743

ORIGINAL DOCUMENT HAS A COLORED BACKGROUND PRINTED ON CHEMICAL REACTIVE PAPER WITH MICROPRINTED BORDER / SIGNATURE LINE



357571

STRADLEY RONON STEVENS & YOUNG, LLP  
ATTORNEY OPERATING ACCOUNT  
PHILADELPHIA, PA. 19103-7098

CHECK NO.  
CHECK DATE

357571  
08/31/21

3-7615/360

CHECK AMOUNT  
\$250.00

PAY TWO HUNDRED FIFTY AND 00/100 USD

VOID AFTER 180 DAYS

TO THE ORDER OF

Borough of Tavistock  
P.O. Box 218  
Barrington, NJ 08007

TWO SIGNATURES REQUIRED ON CHECKS OVER \$1,000.00

THE REVERSE SIDE OF THIS DOCUMENT INCLUDES A SECURITY SCREEN BACKER

APPLICATION FEE

⑈ 357571⑈ ⑆ 036076150⑆ 6200969616⑈



357570

STRADLEY RONON STEVENS & YOUNG, LLP  
ATTORNEY OPERATING ACCOUNT  
PHILADELPHIA, PA. 19103-7098

CHECK NO.  
CHECK DATE

357570  
08/31/21

3-7615/360

CHECK AMOUNT  
\$250.00

PAY TWO HUNDRED FIFTY AND 00/100 USD

VOID AFTER 180 DAYS

TO THE ORDER OF

Borough of Tavistock  
P.O. Box 218  
Barrington, NJ 08007

TWO SIGNATURES REQUIRED ON CHECKS OVER \$1,000.00

THE REVERSE SIDE OF THIS DOCUMENT INCLUDES A SECURITY SCREEN BACKER

ESCROW

⑈ 357570⑈ ⑆ 036076150⑆ 6200969616⑈