

LAND USE

50 Attachment 2

Borough of Frenchtown

LAND DEVELOPMENT APPLICATION - DEVELOPMENT REVIEW CHECKLIST

Required Documents Submitted With Application

[Amended 11-2-2011 by Ord. No. 703; 7-11-2018 by Ord. No. 813]

Applicant Name: _____
Applicant Address: _____
Applicant Phone No.: _____
Applicant Email: _____

Owner Name: _____

Owner Address: _____

Project Name: _____

Block: _____ Lot(s): _____

Tax Map Street _____

Checklist Prepared by (Name of Applicant or Agent): _____

Signature of Applicant: _____

TO BE COMPLETED BY THE BOROUGH OF FRENCHTOWN								
Application No.: _____			Application Fee Paid: _____					
Application Received: _____			Escrow Fee Paid: _____					

CHECK TYPE OF APPLICATION BEING SUBMITTED									
VARIANCE 40:55D-70			SITE PLAN			SUBDIVISION			
(a)	(b)	(c)	(d)	Minor	Prelim. Major	Final Major	Minor	Prelim Major	Final Major

Application Fee Submitted: \$ _____

Escrow Deposit Submitted: \$ _____

FRENCHTOWN LAND USE ORDINANCES

Variance 40:55D-70			Site Plan			Subdivision			All applications must be submitted to the Administrative Officer of the Planning/Zoning Board at least three weeks prior to the regularly scheduled Board Meeting	To Be Completed by the Applicant			To Be Completed by the Borough		
(a)(b)	(c)	(d)	Minor	Major Prelim	Major Final	Minor	Major Prelim	Major Final		Provided	N/A	Waiver Requested	Provided Y/N	Request Waiver	Waiver Granted
									√Required Documents (To Be Submitted With Application)						
√	√	√	√	√	√	√	√	√	A. Application and escrow fee with separate computation calculation.						
√	√	√	√	√	√	√	√	√	B. 18 copies of the completed application form. 18 copies of completed checklist.						
√	√	√	√	√	√	√	√	√	C. Applicant's Disclosure Statement if filed as a corporation.						
		√	√	√	√	√	√	√	D. Memo addressing conformance with Frenchtown Village Center Plan.						
		√	√	√	√	√	√	√	E. A list identifying specific variances. Include narrative explanation outlining the basis for the requested relief.						
	√	√	√	√	√	√	√	√	F. Certification from Sewer Utility, that sewer charges, and/or late fees, interest and other assessments are paid to-date.						
√	√	√		√				√	G. Certified list of property owners within 200'.						
	√	√	√	√		√	√		H. Signed escrow agreement.						
		√	√	√		√	√		I. Certification and will serve letters from New Jersey American Water Company and Frenchtown Sewer Department that the water and sewer systems possess sufficient uncommitted capacity to accommodate the proposed development.						
		√	√	√	√	√	√	√	J. Provide will serve and review letters from Frenchtown Volunteer Fire Department.						
			√	√		√	√		K. Provide will serve letter for Public Utilities including JCP&L and Elizabethtown Gas Company.						
√	√	√	√	√		√	√		L. Four copies of existing protective covenants or deed restrictions applying to the land being subdivided or developed along with a copy of the deed(s) of record.						
						√			M. Four copies of all deeds with metes and bounds description for proposed lots including remaining land use parcel.						
			√		√	√		√	N. Four copies of all deeds with metes and bounds description for proposed easement dedications including dedication of addition road right-of-way.						
√	√	√	√	√		√	√		O. Certification from owner that: 1) the property in question has not been part of a prior Land Use Application; or 2) provides list with dates of all prior applications.						
									P. Completed application with appropriate fees and required information submitted directly to these agencies with copies provided to the Borough for verification of these submissions.						
		√	√	√	√	√	√	√	1. Hunterdon County Planning Board						
				√				√	2. Hunterdon County Soil Conservation District						
			√	√		√	√		3. Hunterdon County Department of Health						
√	√	√	√	√	√	√	√	√	Q. Certification from the Frenchtown Tax Collector that all taxes and assessments on the property are paid.						
			√	√		√	√		R. Report prepared and certified by a Professional Engineer						

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									√Required Documents (To Be Submitted With Application)						
							√	√	documenting (utilizing NJDEP forms) the result of all attempted soil permeability tests and soil logs conducted on the property in question.						
						√	√		S. Written verification of proposed tax lot numbers as obtained from the Borough Tax Assessor.						
			√	√		√	√		T. Four copies and a digital copy of drainage calculations analyzing existing and proposed condition required to comply with Borough Stormwater Ordinance.						
			√	√		√	√		U. Four copies and a digital copy of flood hazard calculation with cross sections of existing stream if applicant is not relying upon published survey of flood hazard delineation.						
		√		√			√		V. Eighteen copies and a digital copy of the Environmental Impact Statement/Natural Resource Inventory (reference ordinance requirement under Chapter 109). Reference Borough of Frenchtown Environmental Resource Inventory.						
		√		√		√	√		W. Eighteen copies and a digital copy of the wetlands report prepared by a Professional Wetlands Consultant pursuant to the NJ Wetlands Protection Act.						
	√	√	√	√		√	√		X. Valid LOI issued by the NJDEP for entire project or FOD LOI issued by the NJDEP for area of proposed development. Board will consider a request for waiver if sufficient evidence is presented to determine that there is no impact on any wetland area.						
√	√	√	√	√	√	√	√	√	Y. Written statement submitted by applicant identifying request for waiver of any checklist requirement (if any).						