

LAND USE AND DEVELOPMENT

102 Attachment 8

**Township of Bethlehem**

**CHECKLIST**  
 FOR DETERMINING COMPLETENESS OF APPLICATION FOR  
**CELLULAR TOWER SITE PLAN APPROVAL**  
 LAND USE ORDINANCE  
 TOWNSHIP OF BETHLEHEM, HUNTERDON COUNTY, NEW JERSEY  
**[Amended 10-5-2006 by Ord. No. 255-37-2-2006]**

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Name of Application \_\_\_\_\_ Application No. \_\_\_\_\_  
 Block \_\_\_\_\_ Lot \_\_\_\_\_ Date Filed \_\_\_\_\_

An application shall not be considered complete until all the materials and information specified below has been submitted, unless upon receipt of written waiver request from the Applicant, a specified requirement is waived by the municipal agency.

Note: See § 102-37.1 of the Bethlehem Township Land Development Ordinance for further details of submission requirements and procedures.

	Applicant Portion			Township Portion		
	Plats Comply	Not Applicable	Waiver Requested	Plats Comply	Do Not Comply	Waiver Approved
1. Application form including checklists (20 copies).						
2. Plans (20 copies) that have been signed and sealed by a New Jersey professional engineer and/or a New Jersey Professional Licensed Surveyor, as required and folded into eighths with the title block revealed.						
3. Legal description of the entire tract and leased parcel. § 102-37.1(F)(1)(b)[1][b]						
4. Application fee in accordance with Article IX, § 102-53.						
5. Certification from the Bethlehem Township Tax Collector that all taxes and assessments on the property are paid in full.						
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BETHLEHEM CODE

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<u>The Site Plan shall show or include the following:</u>						
6. Scale and reference meridian. The reference source (i.e. deed, etc.) of the median should be identified.						
7. Date of original preparation and revision block identifying any and all revisions.						
8. The location, type and height of the proposed tower. § 102-37.1(F)(1)(b)[1][a]						
9. Certification that applicant is owner or authorized agent, or consent of owner to file application.						
10. On-site land and adjacent land uses and associated zoning (including when adjacent to other municipalities). § 102-37.1(F)(1)(b)[1][a]						
11. Master Plan classification of the site and all properties within the applicable separation distances set forth in the ordinance. § 102-37.1(F)(1)(b)[1][a]						
12. Adjacent roadways and proposed means of access. § 102-37.1(F)(1)(b)[1][a]						
13. Setbacks from property lines. § 102-37.1(F)(1)(b)[1][a]						
14. Elevation drawings of the proposed tower and any other structures. § 102-37.1(F)(1)(b)[1][a]						
15. Topography and parking areas. § 102-37.1(F)(1)(b)[1][a]						
16. Any additional information deemed by the approving authority to be necessary to assess compliance with the ordinance. § 102-37.1(F)(1)(b)[1][a]						
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17. The setback distance between the proposed tower and the nearest residential unit, platted residentially zoned properties and unplatted residentially zoned properties. § 102-37.1(F)(1)(b)[1][c]						
18. The separation distance from other towers in accordance with ordinance § 102-37.1D(3). The type of construction of the existing tower(s) and the owner/operator of the existing tower, if known. § 102-37.1(F)(1)(b)[1][d]						
19. A landscape plan showing specific landscape materials, including species type, size, spacing and existing vegetation to be removed or retained. § 102-37.1(F)(1)(b)[1][e]						
20. Method of fencing and finished color and the method of camouflage. § 102-37.1(F)(1)(b)[1][f]						
21. A notarized statement by the applicant as to whether construction of the tower will accommodate collocation of additional antennas for future users. § 102-37.1(F)(1)(b)[1][h]						
22. A description of compliance with ordinance § 102-37.1D(3), (7), (9), (10), (12) and (13) and all applicable federal, state or local laws. § 102-37.1(F)(1)(b)[1][g]						
23. Identification of the entities providing the backhaul network for the tower(s) described in the application and other cellular sites owned or operated by the applicant in the township. § 102-37.1(F)(1)(b)[1][i]						
24. A description of the suitability of the use of existing towers, other structures or alternative technology not requiring the use of towers or structures to provide the services to be provided through the use of the proposed new tower. § 102-37.1(F)(1)(b)[1][j]						
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25. A description of the feasible locations of future towers or antennas for the applicant within the township based upon existing physical, engineering, technological or geographical limitations in the event that the proposed tower is erected. § 102-37.1(F)(1)(b)[1][k]						
26. A visual study depicting where, within a one-mile radius, any portion of the proposed cell tower could be seen. § 102-37.1(F)(1)(b)[1][l]						
27. A letter of commitment to lease excess space to other potential users at prevailing market rates and conditions. The letter shall be in a form suitable for recording with the Hunterdon County Clerk. § 102-37.1(F)(1)(b)[1][m]						
28. Documentary evidence regarding the need for the tower, which information shall identify the existing wireless network layout and existing coverage areas to demonstrate the need for the new tower at a particular location within the township. The evidence shall include a radio frequency engineering analysis of the search area for the tower. § 102-37.1(F)(1)(b)[1][n]						
29. Attach a fully completed checklist form for preliminary site plan approval.						
30. The applicant may be required to post an appropriate performance bond or other suitable guaranty in a face amount of not less than 120% of the cost to remove the tower and restore the property as determined by the Township Engineer. § 102-37.11						
31. Application must show compliance with the requirements of the Growth Share Ordinance, section 101-10 of the Township Code.						
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32. The name of the owner and the block and lot designation of any and all property located within 200 feet of the site as shown on the most recent tax list. List shall be prepared by the Township Tax Assessor or Tax Collector. §102-51B(3)(g)						
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Application Deemed Complete

Date \_\_\_\_\_

Application Deemed Incomplete

Date \_\_\_\_\_

Completeness subject to the Board approving the written requests for the following completeness items:

Application Deemed Incomplete

Date \_\_\_\_\_

Submission of additional information or written request for waivers of the following completeness items is required: