

**For Office Use Only**

MUNICIPALITY: \_\_\_\_\_

DATE SUBMISSION ACCEPTED: \_\_\_\_\_

BLOCK: \_\_\_\_\_

HCPB APPLICATION NUMBER: \_\_\_\_\_

LOT: \_\_\_\_\_

**DEVELOPMENT REVIEW APPLICATION  
HUNTERDON COUNTY PLANNING BOARD  
PO BOX 2900  
Flemington, New Jersey 08822-1200  
Telephone: (908) 788-1490 FAX: (908) 788-1662  
email: planning@co.hunterdon.nj.us**

**NOTE: A COPY OF THIS CHECKLIST MUST ACCOMPANY ALL SUBMISSIONS**

*All subdivision applications submitted to a municipality must also be submitted to the County Planning Board for review. In addition, all site plan applications with frontage on a County road and/or having an impervious surface of one (1) acre or more must be submitted to the County Planning Board.*

The County will not accept an application for review until the items listed below are completed:

- Development Review Application Form\* (If the applicant/property owner is a corporation or partnership, page 3 must be completed)
- Application Fee  
***Per County Ordinance 2015-02 (adopted December 15, 2015) - All Subdivision and Site Plan Application Fees have been waived until further notice***
  - Minor Subdivision: No Fee
  - Sketch Plan: No Fee
  - Preliminary Subdivision: No Fee
  - Final Subdivision: No Fee
  - Residential Site Plan: No Fee
  - Nonresidential Site Plan: No Fee
- Two sets of plans (*with signature and seal of licensed professional*)
  - Final Subdivisions and Site Plans must be accompanied by the .dxf drawing with three property corners identified in NAD83 coordinates per section 304 of the Hunterdon County Land Development Standards.
- Drainage Calculations (*per Section 404 of Hunterdon County Land Development Standards*)
  - All subdivision applications with four (4) or more new lots
  - All site plan applications with one (1) acre or more of impervious surface
- Traffic Study (*per Section 502 of Hunterdon County land Development Standards*)
  - All subdivision applications with twelve (12) or more new lots
  - All site plan applications with County road frontage that generate twelve (12) vehicle trips or more per peak hour

\*A Development Review Application Form must be submitted with revised plans

MUNICIPALITY: \_\_\_\_\_

BLOCK: \_\_\_\_\_

LOT: \_\_\_\_\_

**TYPE OF APPLICATION**

**SITE PLAN**

**SUBDIVISION**

Residential:

Minor:

Preliminary:

Non-Residential:

Sketch:

Final:

**PROJECT NAME:** \_\_\_\_\_

**BRIEF DESCRIPTION:** \_\_\_\_\_

**APPLICANT:\*** \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

**PROPERTY OWNER:\*** \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

**ATTORNEY:** \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

**ENGINEER:** \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

*\* If applicant/property owner is a corporation or partnership, please also complete proper section on page 4 of application.*

MUNICIPALITY: \_\_\_\_\_

BLOCK: \_\_\_\_\_

LOT: \_\_\_\_\_

**SUBDIVISION INFORMATION ONLY**

NO. OF NEW LOTS PROPOSED: \_\_\_\_\_ COUNTY ROUTE NUMBER: \_\_\_\_\_  
(ONLY if applicable)

ACREAGE OF LANDS REMAINING: \_\_\_\_\_

ACREAGE OF ENTIRE TRACT: \_\_\_\_\_

**SITE PLAN INFORMATION ONLY**

**NON-RESIDENTIAL**

**RESIDENTIAL**

PROPOSED GROSS FLOOR AREA: (SF) \_\_\_\_\_ NO. OF PROPOSED DWELLING UNITS: \_\_\_\_\_

BUILDING FOOTPRINT: (SF) \_\_\_\_\_ IMPERVIOUS SURFACE: (SF) \_\_\_\_\_

IMPERVIOUS SURFACE: (SF) \_\_\_\_\_ ACREAGE OF TRACT: \_\_\_\_\_

NO. OF NEW EMPLOYEES: \_\_\_\_\_ COUNTY ROUTE NUMBER: \_\_\_\_\_  
(ONLY if applicable)

NO. OF NEW PARKING SPACES: \_\_\_\_\_

ACREAGE OF TRACT: \_\_\_\_\_

COUNTY ROUTE NUMBER: \_\_\_\_\_  
(ONLY if applicable)

