

Green Sergeant's Bridge
New Jersey's Only Remaining Covered Bridge

Delaware Township

Hunterdon County, New Jersey

Judith A. Allen, RMC
OFFICE OF PLANNING BOARD

P. O. BOX 500
TOWNSHIP HALL
SERGEANTSVILLE, NJ 08557
(609) 397-3240
Direct FAX Number (609) 397-4893

Dear Applicant:

Your application for development will be heard by one of Delaware Township's two land use boards, the Planning Board or the Zoning Board of Adjustment. Each of these Boards has its own responsibilities, as set forth in the state's Municipal Land Use Law.

In order for the Township to process your application and for the appropriate Land Use Board to consider it, you must pay certain fees, including an "application fee" and an "escrow fee." These fees are set by Ordinance of the Township Committee and are based on the type of application being submitted.

The purpose of the escrow fee is to pay for professionals utilized by the Land Use Board. These professionals provide the Board with expert advice in technical fields such as civil engineering, planning, environmental science, traffic engineering, and telecommunications. The Board's professionals will review the application, provide comments, and possibly testify at the hearing. The specific expertise required by the Board varies depending on the nature and complexity of the application. For example, the engineer will generally review all site plan and subdivision applications, all use variances, and any bulk variance application that involves a septic system. The planner will review all site plan, subdivision, and use variance applications. The environmental scientist will review all applications that require an environmental impact statement. The telecommunications expert will review cell tower applications. In addition, the Board's attorney will review each application, attend the hearing and draft a resolution that memorializes the Board's findings.

Every professional used by the Board is subject to a Professional Services Agreement signed by the Board and the Professional. These agreements are available for review upon request. The professional sends his or her bills for services rendered to the Land Use Board with an informational copy to the applicant or the applicant's attorney. If an applicant disputes certain charges, he or she may file an appeal as provided in Delaware Township Ordinance 14:1.8.

The terms of your escrow account are set forth in the Township's Escrow Agreement Form, which will be provided to you with your application. Escrow accounts must be kept current. Any unspent amount will be returned to the applicant.

If you have any questions about the escrow fees, you may contact the Township Clerk or the Secretary for the Land Use Board that is reviewing your application.

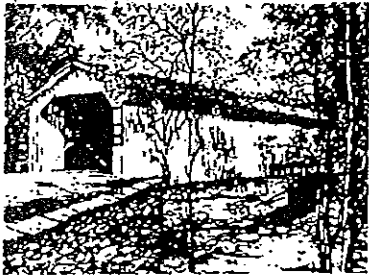
Delaware Township Development Decisions

The Delaware Township Planning Board

Delaware Township is a rural, agricultural municipality. Farms and farm-buildings are scattered throughout the Township and more concentrated development has traditionally, been focussed in small hamlets or villages. Scenic open space, farmland, vistas, and historic structures constitute the charm of the Township. One of the goals of the **Master Plan** is "To preserve sensitive and aesthetic areas in their natural state and to protect natural resources." Preservation adds to property values - not just aesthetics.

If you are considering subdividing or building in Delaware Township: Please read this first. Then schedule a visit with the *Subdivision/Site Plan Review Committee*. This Committee guides people who want to subdivide lots and/or build houses. An informal concept plan can be developed which adheres to many of the following tenets.

- New buildings should not obstruct a significant view. This is one of the subtle qualities that make a town rural. A viewshed map is contained in the Township's Master Plan.
- In order to preserve the natural qualities of the Township, it is ideal if new housing cannot be seen from the road. This can be accomplished in a variety of ways.
- Do you have woodlands on your property? If so, consider the opportunity to tuck the house into the edge of the woods.
- Do you have tillable land? If so, consider planning for contiguous portions and building in an area that would still allow for efficient agricultural use of that land in future years.
- Are there any large trees? Remove as few as possible. Protect significant trees during construction. Old trees lend a sense of continuity to property and the Township. You should consider consulting with the Shade Tree Committee. Trees add value.
- Are there environmentally sensitive areas on the property? Wetlands, flood plains, streams, steep slopes, high elevations? It is best if new construction takes place as far as possible from these elements. The Environmental Commission is a good source for information on the benefits of protecting natural resources.
- Impervious surfaces increase runoff. Pervious surfaces allow water to recharge the underground supply. Consider minimizing impervious surfaces and where possible create them such that they drain onto pervious surfaces, not other impervious surfaces (like the road).
- Plan for Open Space. If you are creating more than one lot, you should consider planning for the maximization of contiguous open space amongst all lots (including adjoining lots). This too, can be shown on your concept plan.
- Architecture. The housing of Delaware Township is largely traditional, with either stone or wood siding. Common styles are Colonial, Federal, and Victorian. New housing should generally follow those lines. The historic styles of houses in your immediate neighborhood should be considered. Plan so that new housing blends, with similar rooflines, porches, and windows.



Green Sergeant's Bridge
New Jersey's Only Remaining Covered Bridge

Delaware Township

Hunterdon County, New Jersey

OFFICE OF PLANNING BOARD

TOWNSHIP HALL

SERGEANTSVILLE, NJ 08557

(609) 397-3240

Direct FAX Number (609) 397-4893

PLANNING BOARD APPLICATIONS

Attached is the Planning Board application for subdivisions, boundary adjustments, conditional uses and site plans, along with instructions.

In addition to this application, please obtain the pertinent checklist for the type of application you are submitting. The checklists outline the minimum submission requirements for your development application in accordance with the Delaware Township Land Use Ordinance and other applicable laws and regulations of the State of New Jersey and County of Hunterdon. Each and every item on the checklist and the application must be addressed on the plats, in the application, in attachments to the application or by written waiver request prior to your application being scheduled before the Planning Board. Additional information beyond the checklist requirements may be required by the Planning Board in order to make an informed decision on your application.

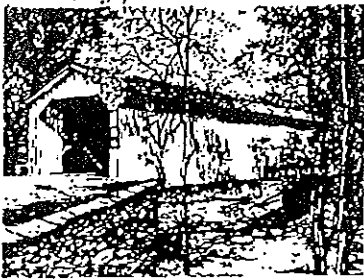
The checklist is intended to simplify review procedures but cannot be looked upon as a substitute for meeting the detailed requirements of the Township's Land Use Ordinance.

Applicants are to submit to the Administrative Officer a completed checklist and the required application, fees, plats, and attachments. The applicant will be notified in writing within 45 days of filing if the submission is complete or incomplete. Incomplete applications will not be placed on the Planning Board agenda until all requirements of the checklist have been satisfied.

All requests to the Planning Board for waiver of particular subdivision plat requirements shall be in writing, including an explanation of the reasons for requesting the waiver.

I will make every effort to assist you in your development application, but you are ultimately responsible for filing the correct documentation for your application and for presenting your development application to the Planning Board.

Judith A. Allen
Administrative Officer



Green Sergeant's Bridge
New Jersey's Only Remaining Covered Bridge

Delaware Township

Hunterdon County, New Jersey

OFFICE OF PLANNING BOARD
TOWNSHIP HALL
SERGEANTSVILLE, NJ 08557
(609) 397-3240
Direct FAX Number (609) 397-4893

INSTRUCTION SHEET FOR APPLICATION TO DELAWARE TOWNSHIP PLANNING BOARD FOR MINOR SUBDIVISION, BOUNDARY ADJUSTMENT, MAJOR SUBDIVISION, CONDITIONAL USE OR SITE PLAN

1. Applicant should review a copy of the Delaware Township Land Use Ordinance available at the Delaware Township Municipal Building. Copies are available for purchase if desired. Applicant should study it in order that the applicant may present a complete application. Applicant should confirm with his surveyor or engineer that he understands all aspects of the Ordinance requirements and fully complies with the applicable checklist.
2. This application must be submitted in triplicate together with the required fee and fifteen folded survey plats to the Planning Board Administrative Officer at least 28 days prior to a regular meeting of the Planning Board. The Planning Board meets the first Tuesday of each month at 8 p.m. in the Township Hall.
3. In addition to application fees, all applicants are required to execute an Escrow Agreement and fund an Escrow Account to cover all professional expenses required by the Planning Board. The Escrow Agreement is included in this packet.
4. Before assigning lot numbers to newly created lots by subdivision, your surveyor must contact the Tax Assessor's office in Delaware Township for assignment of lot numbers. The required form is included in this packet.
5. Real estate taxes must be current before the Planning Board will hear a development application. Please obtain the required verification by the Delaware Township Tax Collector that taxes are paid. The required form is included in this packet.
6. If the property is owned by more than one person (for example, husband and wife), each owner must sign the application as well as the Owner's Authorization, if applicable. Each owner's name must appear on the plat.
7. If the applicant is not the owner of the property, the owner(s) must sign the Owner's Authorization permitting the applicant to make the application. Such Authorization must be notarized. The form is included in this packet.
8. If the application is being filed by an estate, the executor who files the application must include a copy of his Executor's Letters issued by the court.

9. Applications made by a corporation must be accompanied by a resolution from the Board of Directors authorizing an officer to make the application. Applications must be signed by two or more officers. A Corporate Owner's Authorization must be completed. The applicant must disclose the names and addresses of all stockholders owning 10% or more of the stock or interest in the corporation or partnership. The required forms are included in this packet.
10. By signing the application, you authorize any or all members of the Planning Board, the Environmental Commission, or its representatives to make an on-site inspection of the property to be subdivided as well as lands remaining. Every property proposed for development is inspected by representatives of the Planning Board and Environmental Commission. You will be notified the date of the on-site inspection.
11. The members of the Subdivision and Site Plan Review Committee of the Planning Board will review your application prior to the Planning Board hearing to determine whether it fulfills all of the requirements called for by Ordinance. The Planning Board Administrative Officer will advise you if any additional information must be submitted to make it complete.
12. Revisions to applications including plats and supporting materials must be submitted at least ten days prior to the hearing night. Failure to submit this information in time will result in your application being postponed to the next available meeting night.
13. The owner or authorized representative is to appear before the Board at the regular Planning Board meeting to explain the proposed subdivision and to answer any questions the Board may have. The owner ~~may be represented by an attorney if he so desires, but legal~~ representation is not required of individual lot owners.
14. Easements may be required in the immediate proximity of streams and drainageways for the overall purpose of protecting ground water supplies and the prevention of flooding and erosion.
15. Every application must be submitted to the Hunterdon County Planning Board for review and approval. Please complete the County application included in this packet and forward it directly to the County, along with the required fee and three copies of your plat. Proof of this filing must be submitted with your Delaware Township Planning Board application. A photocopy of the application with the County "Received" stamp will meet this proof requirement.

16. Every application must be submitted to the Hunterdon County Soil Conservation District for review of possible soil erosion and sediment control in conformance with Article XII of the Delaware Township Land Use Ordinance. Please complete the District application included in this packet and forward it directly to the District, along with a copy of your plat. Proof of this filing must be submitted with your Delaware Township application. A photocopy of the application with the District's "Received" stamp will meet this proof requirement. The applicant may be subject to additional fees payable to the District.

17. Applications may be approved unconditionally or approved subject to conditions. All conditions imposed by the Board must be satisfied before the deed(s) and plats are signed unless a different deadline for the completion of a particular condition is expressly stated.

18. Approval of a minor subdivision expires 190 days from the date it is granted unless the applicant has filed a deed or survey plat describing the approved subdivision with (1) the Hunterdon County Clerk in Flemington; (2) the Township Tax Assessor; and (3) the Township Engineer. In order to file the deed, the applicant must first submit the original deed(s) to the Planning Board Chairman and Secretary for their review and signature. If correct, the deeds will be signed and returned to you or to your attorney for filing with the County Clerk. Please allow a minimum of ten days for deed review and signatures by the Chairman and Secretary.

19. If deeds are incorrect and need revisions by your attorney, an additional \$25 fee to the Township will be required prior to signing the deed(s) and plats.

20. Approval of a subdivision does not mean or imply that a building permit will be issued for the subdivided lot(s). A separate application must be made for a building permit after the subdivision has been approved and all conditions have been satisfied.

twenty-four (24) acres in the A-2 Zone shall not be required to include Class I, Class II and Class III agricultural soils in the natural resources mapping nor on the Buildable Tract Area Calculation Form.

→ 12:1.3 Lot Yield and Buildable Tract Area Calculations. This section is intended to be used, first, to compute the permitted number of dwelling units or lots on a tract after subtracting the area of all critical resource protection areas from the adjusted gross tract area and, second, to determine the area of the tract that is best suited for development after subtracting all identified resource protection areas from the adjusted gross tract area. It is designed to assist the Board in guiding, to the greatest extent practicable, all development activities to the most suitable area(s) of a tract, or, where insufficient land remains after subtracting all resource protection areas to accommodate the permitted density of development as determined by the lot yield calculation, to assist the Board in determining the extent to which development shall be permitted to occur within the resource protection areas. The buildable tract area calculation is not intended to be used to further reduce the number of dwelling units or lots determined by the lot yield calculation but merely to determine where improvements shall be located on the tract.

A. Applicability. The Lot Yield and Buildable Tract Area Calculation Forms shall be submitted prior to the submission of all minor subdivision applications and at the informal sketch or conceptual plan stage for all subdivision and site plans or prior to the issuance of a Construction Permit, unless otherwise provided in this Section. In addition, any development proposing one (1) or more single-family detached dwelling(s) must comply with Section 3:1.7.A., Exceptions to Minimum Lot Size and Yard Requirements.

B. Submission Requirements.

1. Lot yield. In determining the lot yield, the Lot Yield Calculation Form presented herein shall be used and shall be submitted to the Board along with the required natural resources mapping.

2. Buildable tract area. In determining the buildable tract area, the Buildable Tract Area Calculation Form presented herein shall be used and shall be submitted to the Board along with the required natural resource mapping. The Buildable Tract Area Calculation Form shall not be required to be submitted for minor subdivisions incorporating an entire tract with no lands that can be further subdivided.

LOT YIELD CALCULATION FORM

This form is used to deduct Critical Resource Protection Areas and other unbuildable portions of a tract from the gross tract area for the purpose of determining the number of dwelling units permitted within the tract.

Instructions:

- a. Enter appropriate acreage in Column A, multiply Column A by factor in Column B and place result in Column C. Where cells are shaded, no information is required to be entered.
- b. Do not double-count acreage in Lines 2-6. When there is an overlap, enter the affected acreage on the line with the first named characteristic and do not include any portion of that acreage in the identification and calculation of any other named characteristic.

		Column A	Column B	Column C
1.	Gross Tract Area		1.00	
2.	Area of existing road and transmission rights-of-way, including proposed new roads within the tract but excluding easements or rights-of-way required for widening of existing roads abutting the tract boundaries		1.00	
3.	Area of all existing easements and restrictive covenants except for those easements and restrictive covenants that were imposed as a result of a prior development approval (and that are not to be deducted for the purposes of determining lot yield)		1.00	
4.	Area of flood plains, wetlands, NJDEP-required wetlands transition areas, any areas deemed by NJDEP to be unavailable for development due to the presence of Special Water Resource Protection Areas for C-1 waters, streams, required stream corridors, and land under water (except swimming pools)		1.00	
5.	Area of slopes 25% and greater		1.00	
6.	Area of slopes 15% and greater but less than 25%		0.85	
7.	Sum of Lines 2 through 6, Column C			
8.	Net Tract Area (Line 1 less Line 7)			
9.	Maximum density (see Sections 3:5.4 and 3:6.4)			
10.	Maximum number of dwelling units permitted (Line 8 divided by lot area per dwelling unit in Line 9)			

BUILDABLE TRACT AREA CALCULATION FORM

The form presented on the following page is used to determine the permitted location(s) for the lots to be created within the tract. An applicant for a minor subdivision incorporating an entire tract is not required to complete and submit this Buildable Tract Area Calculation Form but shall submit the Lot Yield Calculation Form presented on the preceding page.

Instructions:

- a. Enter appropriate acreage in Column A, multiply Column A by factor in Column B and place result in Column C. Where cells are shaded, no information is required to be entered.
- b. Do not double-count acreage in Lines 2-11. When there is an overlap, enter the affected acreage on the line with the first named characteristic and do not include any portion of that acreage in the identification and calculation of any other named characteristic.
- c. Deduct Lines 9 and 10 only for land in A-1 and A-2 Zones. See Appendix IV for agricultural soil classifications. For tracts of less than twelve (12) acres in the A-1 zone and less than twenty-four (24) acres in the A-2 Zone, leave the cells in Lines 9 and 10 blank.
- d. If the buildable tract area entered in Line 13 is insufficient to accommodate the number of dwelling units permitted by the Lot Yield Calculation Form, then development shall be permitted to occur in those resource protection areas identified in Lines 8 through 11 in inverse order (beginning with "area of non-floodplain woodlands" identified in Line 11 and proceeding to area of Class III agricultural soils and so forth) to the minimum extent necessary to accommodate the permitted number of dwelling units, provided, however, that the layout of the subdivision shall be designed to minimize the need for intrusions into the resource protection areas and further provided that the Municipal Agency may require that development be directed into other areas of the tract to advance the objectives of the Master Plan and this Article. The Municipal Agency may require conservation easements on portions of lots that include resource protection areas that need not be disturbed and/or are not permitted to be disturbed for the construction of improvements.

		Column A	Column B	Column C
1.	Gross Tract Area		1.00	
2.	Area of existing road and transmission rights-of-way, including proposed new roads within the tract but excluding easements or rights-of-way required for widening of existing roads abutting the tract boundaries		1.00	
3.	Area of all existing easements and restrictive covenants		1.00	
4.	Area of flood plains, wetlands, NJDEP-required wetlands transition areas, NJDEP-required Special Water Resource Protection Areas for C-1 waters, streams, required stream corridors and land under water (except swimming pools)		1.00	
5.	Area of floodplain woodlands		1.00	
6.	Area of slopes 25% and greater		1.00	
7.	Area of slopes 15% and greater with highly erodible soils or a depth to bedrock of 5 feet or less per SCS		1.00	
8.	Area of slopes 15% - 25% without highly erodible soils and with a depth to bedrock of greater than 5 feet per SCS		0.75	
9.	Area of Class I and Class II (Prime) agricultural soils (see Instruction c. above for small tracts)		0.90	
10.	Area of Class III (Statewide Importance) agricultural soils (see Instruction c. above for small tracts)		0.70	
11.	Area of non-floodplain woodlands		0.90	
12.	Sum of Lines 2 through 11, Column C			
13.	Buildable Tract Area (Line 1 less Line 12)			

C. Calculation of maximum permitted impervious surface coverage.

_____ acres	x	_____	=	_____ acres
Net		Maximum		Maximum Permitted
Tract		Impervious		Impervious Surface
Area (Line 8		Surface Ratio		Coverage for the Tract
of Lot Yield		Permitted in		
Calculation Form)		Zone		

Note: See Sections 3:5.4 and 3:6.4 for applicable Maximum Impervious Surface Ratios.

12:2 LAND DISTURBANCE AND NATURAL RESOURCE RESTRICTIONS

12:2.1 Land Disturbance Prior to Approval. Land disturbance prior to approval by the Planning Board shall be prohibited. This subsection shall not prohibit any land management practices that may be necessary for the ecological improvement of any stream, pond, lake, or wetland or for forest production, provided that all applicable permits have been obtained from all appropriate Federal, State, and local regulatory agencies.

12:2.2 Natural Resources - Types and Restrictions. It is the purpose of this Article to protect all of the natural resources listed herein from development and/or from the impacts of development. It is acknowledged that, in certain cases, other goals of the Delaware Township Master Plan or other purposes of this Ordinance may result in competing objectives for the development of a particular tract. In such cases, a modification of one or more of the restrictions set forth herein might advance the goals and objectives of the Master Plan and the overall intent of this Article better than would the strict application of the Ordinance. Alternatively, the buildable tract area of a tract may be so limited that it is unable to accommodate the permitted lot yield and still meet other Master Plan objectives, and relief may be warranted. Where the Planning Board determines that approving a modification of one or more of the restrictions set forth herein is appropriate for either of the foregoing reasons, the Board may approve intrusions into areas where development would otherwise be precluded in accordance with the priorities established in Instruction d. on the Buildable Tract Area Calculation Form presented at Section 12:1.3.B.

The balance of Section 12:2.2 and all of the rest of Article XII remains unchanged.

Section 4. Severability. The various parts, sections, and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section, or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.

Section 5. Repealer. Any ordinances or parts thereof in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.



Green Sergeant's Bridge
New Jersey's Only Remaining Covered Bridge

Delaware Township

Hunterdon County, New Jersey

Judith A. Allen, RMC
OFFICE OF TOWNSHIP CLERK

P. O. BOX 500
TOWNSHIP HALL
SERGEANTSVILLE, NJ 08557
(609) 397-3240
Direct FAX Number (609) 397-4893

To: Delaware Township Boards and
Hunterdon County Planning Board (via Cert. Mail RRR)

From: Judith A. Allen, RMC
Township Clerk

Subject: Ordinance #2005-08LU – Amends the Delaware Township Land Use Ordinance per Attached.

Date: June 14, 2005

The Delaware Township Committee considered the enclosed amendment to the Delaware Township Land Use Ordinance at a public hearing and adopted Ordinance #2005-08LU on second reading on June 13, 2005.

Please contact me if you have any questions.

Enclosure: Ordinance #2005-08LU

cc: Hunterdon County Planning Board by Certified Mail
Delaware Township Planning Board
Board of Adjustment
Edward Noval, CCO
Robert Miller, Zoning Officer
Michelle Trivigno, CTA, Tax Assessor
Dennis O'Neal, P.E., Township Engineer
Peter Turek, P.E., Planning Board Engineer
Elizabeth McKenzie, P.P., Planning Board Planner
Kristina P. Hadinger, Esq., Township Attorney
William R. Sutphen, III, Esq., Planning Board Attorney
John Petronko, Jr., Esq.

landuse2.doc

THIS ORDINANCE APPLIES TO ALL APPLICANTS FOR SUBDIVISION APPROVAL.
PLEASE OBTAIN A COPY TO DETERMINE YOUR REQUIREMENTS.

THIS IS A GROWTH-SHARE ORDINANCE DESIGNED TO ASSIST WITH THE CREATION
OF LOW AND MODERATE INCOME HOUSING.

NOTICE TO APPLICANTS FOR
SUBDIVISIONS AND BOUNDARY ADJUSTMENTS

The Planning Board and Environmental Commission will conduct an on-site inspection of your property prior to the hearing before the Planning Board. The inspection committee members may recommend a Conservation and/or a Conservation and Drainage easement on your property if it contains environmentally sensitive areas including, but not limited to, streams, creeks, drainage ways, wetlands, steep slopes and floodplains.

Attached is the language from each type of easement for you to review prior to your hearing. The Board may approve your application subject to the condition that your deed will include one or more of these easements depending on your property's circumstances.

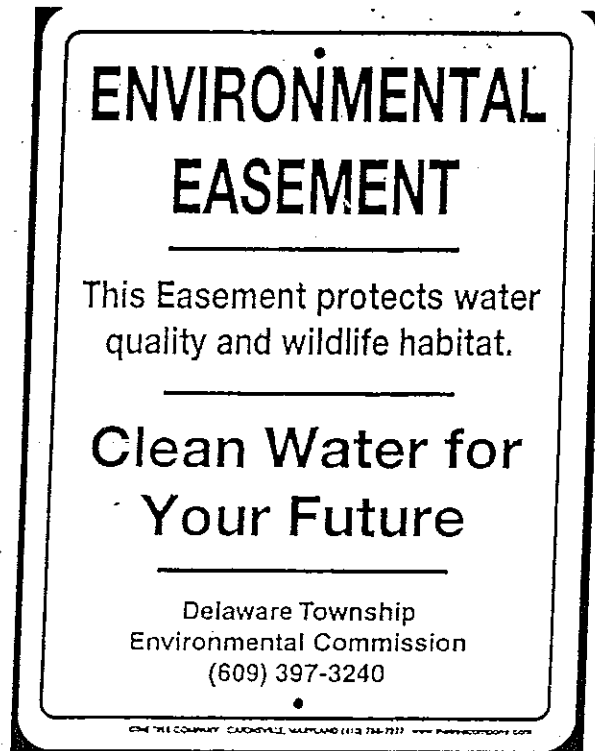
easementnotice

Township Environmental Commission Qualifies for Grant

The Delaware Township Environmental Commission was notified by the Department of Environmental Protection that it will be awarded a \$2,500 matching grant. The Environmental Commission applied for the grant money in order to purchase 6x8 inch signs to help identify conservation easements.

As previously reported, the Environmental Commission often recommends conservation easements along township streams for water quality protection when a property is before the Planning Board for subdivision. This practice has been in place for almost 20 years. The easement is recorded with the deed to the property.

However, there was no mechanism in place to mark an easement in the field. The signs will provide that mechanism. The purpose of the signs is to remind current and future owners about the existence of the easement on the property. The grant money should be received by July 1, 2002. No signs will be posted without prior notification of the property owner.



(sign shown at one-half actual size)

APPENDIX I
CONSERVATION AND DRAINAGE EASEMENT

THIS INDENTURE dated _____
between _____
residing in _____
hereinafter referred to as GRANTOR and Delaware Township, a municipal corporation of the
State of New Jersey, having its principal office at the Delaware Township Municipal Building in
Sergeantsville, New Jersey, hereinafter referred to as GRANTEE,

WITNESSETH:

WHEREAS Grantors in order to comply with the applicable provisions of the ordinances of Delaware Township or for the purpose of permitting conservation on the premises owned by the Grantors, or some or all of the foregoing (and for no money paid by the Township of Delaware), does by these presents grant and convey to the Township of Delaware an easement over premises in the Township of Delaware, County of Hunterdon and State of New Jersey, more particularly described as set forth in Schedule "A" annexed hereto.

Within the Conservation Easements, the following terms and conditions shall apply:

1. No trees, shrubs or other vegetation now or hereafter existing on the Property shall be destroyed or removed except by mutual agreement of Grantors and Grantee and consistent with the conservation purposes to be achieved hereby.
2. No topsoil, sand, gravel, loam, rock or other minerals shall be excavated, dredged or removed from the Property except as may be agreed upon by Grantors and Grantee.
3. No building or other structures shall be erected on the Property and no roads for motorized vehicles shall be constructed thereon.
4. No dumping or placing of soil or other substance or material as landfill, and no dumping or placing of trash, waste or unsightly or offensive materials shall be permitted on the Property.
5. No other activities shall be permitted on the Property which would or might be detrimental to drainage, flood control, water conservation, erosion control or soil conservation and no other acts or uses detrimental to the preservation of the Property shall be permitted.
6. Although the conservation easement granted and intended to be granted hereby has been created for the benefit of the general public through the protection of water and land resources and natural beauty, nothing herein contained shall be construed to convey to the public any right of access to or to use the Property, and Grantor, his heirs, successors and assigns shall, subject to paragraph 7 hereof, retain the exclusive right of access to and to use the Property.

7. Grantee and its agents shall be permitted limited access to, and to enter upon, the Property at all reasonable times but solely for the purpose of inspection in order to assure compliance with the terms and conditions herein contained.

8. Nothing herein contained shall be deemed to restrict the right of Grantor to maintain all roads, trails, bridges and structures existing upon the Property on the date hereof.

9. Grantee may at any time transfer and assign the easement and interest created hereby to any succeeding public corporation or entity.

10. It is understood that this instrument imposes no obligation on the Grantors and no restrictions on the use of the Property except as specifically set forth herein and nothing herein contained shall be construed to interfere with the right of the Grantors, their heirs, successors and assigns and their licensees and any party claiming under them to utilize the Property in such manner as they or any of them may deem desirable, subject to the terms and conditions hereof.

11. Within such easements, the Township may erect, construct, install, and lay and therefore use, inspect, repair, maintain, alter, replace, and remove drainage facilities, including but not limited to culvert pipes, headwalls, inlets, rip-rap and swales.

12. This instrument shall be binding upon the Grantors, their heirs, successors and assigns and upon the Grantee, its successors and assigns.

IN WITNESS WHEREOF Grantors and Grantee have duly executed this instrument as of the date first above written.

Attested by:

APPENDIX II
CONSERVATION EASEMENT

THIS INDENTURE dated _____
between _____
residing at _____
hereinafter referred to as GRANTOR, and Delaware Township, a municipal corporation of the State of New Jersey, having its principal office at the Delaware Township Municipal Building in Sergeantsville, New Jersey, hereinafter referred to as GRANTEE,

WITNESSETH:

WHEREAS Grantors in order to comply with the applicable provisions of the ordinances of Delaware Township or for the purpose of permitting conservation on the premises owned by the Grantors, or some or all of the foregoing (and for no money paid by the Township of Delaware), does by these presents grant and convey to the Township of Delaware an easement over premises in the Township of Delaware, County of Hunterdon and State of New Jersey, more particularly described as set forth in Schedule "A" annexed hereto.

Within the Conservation Easement(s), the following terms and conditions shall apply:

1. No trees, shrubs or other vegetation now or hereafter existing on the Property shall be destroyed or removed except by mutual agreement of Grantors and Grantee and consistent with the conservation purposes to be achieved hereby.
2. No topsoil, sand, gravel, loam, rock or other minerals shall be excavated, dredged or removed from the Property except as may be agreed upon by Grantors and Grantee.
3. No building or other structures shall be erected on the Property and no roads for motorized vehicles shall be constructed thereon.
4. No dumping or placing of soil or other substance or material as landfill, and no dumping or placing of trash, waste or unsightly or offensive materials shall be permitted on the Property.
5. No other activities shall be permitted on the Property which would or might be detrimental to drainage, flood control, water conservation, erosion control or soil conservation and no other acts or uses detrimental to the preservation of the Property shall be permitted. The Grantors agree at their expense to keep the water course free of snags and objects which will create stream siltation or erosion of the stream banks.
6. Although the conservation easement granted and intended to be granted hereby has been created for the benefit of the general public through the protection of water and land resources and natural beauty, nothing herein contained shall be construed to convey to the public any right of access to or to use the Property, and Grantor, his heirs, successors and assigns shall, subject to paragraph 7 hereof, retain the exclusive right of access to and to use the Property.

7. Grantee and its agents shall be permitted limited access to, and to enter upon, the Property at all reasonable times but solely for the purpose of inspection in order to assure compliance with the terms and conditions herein contained. In the event of non-compliance of the terms hereof, the Grantee shall have the right to enter the premises and fulfill the obligations imposed herein and charge the reasonable cost thereof to the Grantors.

8. Nothing herein contained shall be deemed to restrict the right of Grantor to maintain all roads, trails, bridges and structures existing upon the Property on the date hereof.

9. Grantee may at any time transfer and assign the easement and interest created hereby to any succeeding public corporation or entity.

10. It is understood that this instrument imposes no obligation on the Grantors and no restrictions on the use of the Property except as specifically set forth herein and nothing herein contained shall be construed to interfere with the right of the Grantors, their heirs, successors and assigns and their licensees and any party claiming under them to utilize the Property in such manner as they or any of them may deem desirable, subject to the terms and conditions hereof.

11. This instrument shall be binding upon the Grantors, their heirs, successors and assigns and upon the Grantee, its successors and assigns.

IN WITNESS WHEREOF Grantors and Grantee have duly executed this instrument as of the date first above written.

Attested by:

APPENDIX III
WORDING FOR RESOLUTIONS AND DEEDS INVOLVING EASEMENTS

1. For minor drainage ditches, culverts, etc., that are usually dry except for rainwater runoff and do not usually have continuing water flow:

"Subject to an easement to the Township of Delaware being _____ feet in width from each side of the centerline of the watercourse on the subdivision plat No. _____ dated _____ by _____ (surveyor), to allow Delaware Township through its agents to enter upon the easement for the purpose of clearing and maintaining the watercourse."

2. For small steady streams that generally run heavy with rainwater:

"Subject to a Conservation Easement to the Township of Delaware and as set forth in specific terms outlined in Appendix II of the Land Use Ordinance of the Township of Delaware, such easement shown on the subdivision plat No. _____ dated _____ by _____ (surveyor), being _____ feet wide on each side of the centerline thereof."

3. For subdivisions involving creeks, rivers and other environmentally sensitive areas, and certain drainage structures:

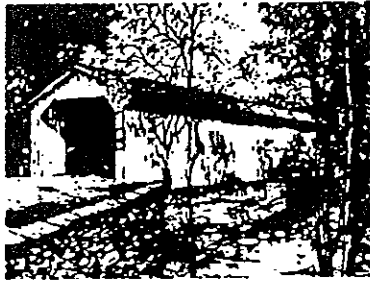
"Subject to a Conservation and Drainage Easement to the Township of Delaware and as set forth in specific terms outlined in Appendix I of the Land Use Ordinance of the Township of Delaware, such easement shown on the subdivision plat No. _____ dated _____ by _____ (surveyor), being _____ feet wide on each side of the centerline thereof. This Conservation and Drainage Easement is also contained in a separate document which is recorded prior to the recording of this deed."

4. For subdivisions with slopes exceeding 25%:

"Subject to a Conservation Easement to the Township of Delaware and as set forth in specific terms outlined in Appendix II of the Land Use Ordinance of the Township of Delaware, such easement shown on the subdivision plat No. _____ dated _____ by _____ (surveyor), and located in those areas where the slope is greater than 25%. This Conservation Easement is also contained in a separate document which is recorded prior to the recording of the deed."

5. For Conservation Easements only:

"Subject to a Conservation Easement to the Township of Delaware and as set forth in specific terms outlined in Appendix II of the Land Use Ordinance of the Township of Delaware, such easement shown on the subdivision plat No. _____ dated _____ by _____ (surveyor), being _____ feet wide on each side of the centerline thereof."



Green Sergeant's Bridge
New Jersey's Only Remaining Covered Bridge

Delaware Township

Hunterdon County, New Jersey

OFFICE OF PLANNING BOARD

TOWNSHIP HALL
SERGEANTSVILLE, NJ 08557

(609) 397-3240

Direct FAX Number (609) 397-4893

Pursuant to Ordinance #1999-28LU all subdivision deeds shall contain the following language:

"The grantee hereby acknowledges that there are presently, or may in the future be, farm uses in proximity to the described premises from which farm may emanate noise, odors, dust, and fumes associated with agricultural practices permitted under the Delaware Township "Right to Farm" ordinance. By acceptance of this conveyance, the grantee does hereby waive objection to such activities."

ftfdeed

DELAWARE TOWNSHIP PLANNING BOARD
Request by Applicant
For
CERTIFIED LISTING OF PROPERTY OWNERS

I, the undersigned, hereby request a certified listing of property owners within two hundred feet (200') of subject property, known as Block _____, Lot _____, in order to apply to the Delaware Township Planning Board.

I understand that it is the responsibility of the applicant to give proper notification to the property owners on this requested list no less than ten days prior to the scheduled Board _____ meeting. Further, that proof of this notice shall be presented to the Board prior to the date the application is to be heard.

It is further understood that the applicant shall be entitled to rely on the information in this listing, and failure to give notice to any owner not on this list shall not invalidate any hearing or proceeding.

Fee for this certification is \$10.00, payable to Delaware Township.

Signed: _____

Printed name: _____

Address: _____

Phone number: _____

.....
For office use only:

Date received _____ Date listing completed _____

\$10.00 fee received by: _____ List completed by: _____
_____ Michele Trivigno _____

(cert. list request)

DELAWARE TOWNSHIP PLANNING BOARD

P.O. Box 500 Sergeantsville, NJ 08557 609-397-3240 PHONE 609-397-4893 FAX

APPLICATION FOR:

Minor Subdivision _____ Boundary Adjustment and Merger _____

Major Subdivision: _____ Boundary Adjustment and Exchange _____

Concept Plan _____

Preliminary Plat _____

Final Plat _____

Conditional Use _____

Variance Required? Yes No (Circle)

Preliminary Site Plan _____

Final Site Plan _____

BLOCK _____ LOT _____

ZONE _____

For Office Use Only

Planning Board File No. _____ Date Filed _____

Hearing Date _____ Date File Complete _____

Fee (Type) _____ Date Paid _____ Amount _____

Fee (Type) _____ Date Paid _____ Amount _____

Escrow Fee _____ Date Paid _____ Amount _____

Applicant sent file to County Planning Board _____ cc: Env. Comm. _____

Applicant sent file to County Health Department _____ Engineer _____

Applicant sent file to Township Health Department _____ DPW _____

Applicant sent file to Soil Conservation District _____ Planner _____

This application shall be submitted to the Planning Board Administrative Officer at least twenty-eight (28) days prior to the regular meeting of the Planning Board held on the first Tuesday of each month). Deadline: 4:30 p.m.

I. OWNER AND APPLICANT

1. Name of Applicant(s) _____

Address _____ Phone No. _____

Fax No. _____

2. Name of Owner(s) of Property _____

Address _____ Phone No. _____

Fax No. _____

NOTE: If the Applicant is not the property Owner, please also complete the Owner's Authorization in this application packet.

3. Explain purpose of application. _____

4. Name of attorney, if any, representing applicant _____
Phone No. _____ Fax No. _____
Address: _____
5. Plat/Site Plan prepared by: _____
(Note: Must be a NJ Licensed Survey or Engineer)
Phone No. _____ Fax No. _____
6. The applicant is a(n): Corporation _____ Individual _____
Partnership _____
7. If the applicant is a corporation or partnership, please complete the Corporate Owner's Authorization and submit a Resolution by the Board of Directors authorizing the officer making the application to do so.

Resolution and Corporate Owner's Authorization Attached _____ Yes

II. DESCRIPTION OF TRACT

8. Tax Map Sheet _____ Block _____ Lot _____ Zone _____
9. Street/Road location _____
10. Number of new lots proposed: _____
11. Total acreage of existing tract: _____
12. Frontage, width, depth, and acreage for each lot including lands remaining.
- | | | | | |
|------------------|-----------------|--------------|--------------|----------------|
| Lot _____ | Frontage: _____ | Width: _____ | Depth: _____ | Acreage: _____ |
| Lot _____ | Frontage: _____ | Width: _____ | Depth: _____ | Acreage: _____ |
| Lot _____ | Frontage: _____ | Width: _____ | Depth: _____ | Acreage: _____ |
| Lot _____ | Frontage: _____ | Width: _____ | Depth: _____ | Acreage: _____ |
| Lands Remaining: | | | | |
| Lot _____ | Frontage: _____ | Width: _____ | Depth: _____ | Acreage: _____ |
13. Are you using a cluster or lot size averaging provision? _____ Yes _____ No
14. Current use of property: _____
15. Proposed use of property: _____
16. How many dwelling units are on this property? _____

17. Does this use affect any Township, county or State properties or facilities?

_____ Yes _____ No

If "Yes" please explain. _____

18. Are there any Easements in the Deed? _____ Yes _____ No

If yes, please describe the easement provisions.

Copy of deed attached _____ Yes _____ No

19. Have all real estate taxes and municipal assessments presently due been paid as of the date of this application? _____ Yes _____ No

20. Are any variances required for this application? _____ Yes _____ No

If yes, please complete separate Variance Application in detail.

III. NOTICE TO ADJOINING PROPERTY OWNERS WITHIN 200 FEET

The applicant shall provide notice to adjoining property owners within 200 feet of the lot in question. Please obtain that list from the Tax Assessor (\$10 fee). See Planning Board Administrative Officer about this requirement.

IV. MAJOR SUBDIVISIONS AND SITE PLANS

See accompanying pages requesting information about your project and improvements.

V. CONCEPT PLAN

All applicants are required to submit a concept plan showing what development could occur on lands remaining or any subdivided lot large enough for future development, whether or not you, the applicant, intend to do so.

VI. GIS MAP

All applicants are required to submit 15 copies of a GIS map of the tract.

Attached _____ Yes _____ No

VII. NUMBER OF SUBDIVISIONS ON THIS PROPERTY OR PARENT PROPERTY SINCE NOVEMBER 27, 1967

	<u>Date</u>	<u>Lot No.</u>	<u>Acreage</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

NOTE: Maximum of four minor subdivisions permitted.

VIII. CHECKLIST REQUIREMENTS

Applicants are responsible for obtaining a copy of the appropriate development checklist and submitting all information detailed on the checklist.

IX. BUILDABLE TRACT AREA CALCULATION FORM AND LOT YIELD CALCULATION FORM

Applicants are responsible for completing the attached Buildable Tract Area Calculation Form and Lot Yield Calculation Form. See Article XII of the Delaware Township Land Use Ordinance.

X. EASEMENTS

The Planning Board may require a Conservation and Drainage Easement and/or a Conservation Easement. Please read the easement provisions in Appendix I and Appendix II and see the required deed language in Appendix III, all attached.

PERMISSION TO MAKE ON-SITE INSPECTIONS

By signing this application, the applicant and owner hereby authorize any or all members of the Planning Board, Environmental Commission and other experts requested by the Planning Board to enter on the property for the purpose of making on-site inspections. Inspections are usually done on the 2nd or 3rd Sunday of each month in the morning.

IX. AUTHORIZATION AND VERIFICATION

I hereby certify that the statements and information contained in this application are true.

Applicant

Date

Applicant

Date

Owner

Date

Owner

Date

ESCROW AGREEMENT

This Agreement is made this _____ day of _____, 19____, between _____, hereinafter referred to as "Applicant", and the Planning Board/Board of Adjustment of the Township of Delaware, hereinafter referred to as "Board", and the Township Committee of the Township of Delaware, hereinafter referred to as "Township"; and

WHEREAS, Applicant is proceeding under the Land Use Ordinance of Delaware Township adopted July 27, 1987, (and any amendments thereto), for approval of _____

located in Block _____, Lot _____; and

WHEREAS, the Board desires to establish an escrow whereby work required to be performed by professionals employed by the Board will be reimbursed by the Applicant as required under the provisions of the Ordinance cited above; and

WHEREAS, both parties feel that it is appropriate to reduce this understanding to written form.

WITNESSETH: It is mutually agreed between the parties that:

Section 1. PURPOSES

The Board authorizes its professional staff including but not limited to engineers, planners, attorneys, and such other professional experts as may be required to review, inspect, study and report on all plans, documents, statements, improvements, and provisions made by the Applicant in conforming to the requirements of the Ordinance cited and referred to above. The Board directs its professional staff to make all oral and/or written reports to the Board of its conclusions and findings derived from the review, study, investigation and like or similar duties performed as elsewhere authorized. The applicant agrees to pay all reasonable professional fees incurred by the Board for the performance of the duties outlined above.

Section 2. ESCROW ESTABLISHED

Applicant, Board and Township, in accordance with the provisions of this agreement hereby create an escrow to be established in a separate account with the Financial Officer of the Township of Delaware.

Section 3. ESCROW FUNDED

Applicant by execution of this agreement shall pay to the Township to be deposited in the depository referred to in Section 2, such sums as are required by Ordinance. Execution of this agreement by the Township acknowledges receipt of the sums referred to under this paragraph.

Section 4. INCREASE IN ESCROW FUND

If during the existence of this escrow agreement, the funds held by the escrow holder shall be insufficient to cover any voucher or bill submitted by the professional staff and reviewed and approved by the

Board, Applicant shall within fourteen (14) days from the date of receipt of written notice deposit additional sums with the escrow holder to cover the amount of the deficit referred to above. The written notice referred to in this paragraph shall be sent by the Board to the Applicant as the following address: _____.

Unless otherwise shown, receipt shall be presumed to have occurred three (3) days after mailing. The notice required under this paragraph shall be given by the Board.

Section 5. TIME OF PAYMENT

The professionals referred to in this agreement, upon the conclusion of their services or periodically during the performance of their services, shall submit vouchers conforming to the requirements established by the Township for vouchers of the type and kind referred to under this paragraph. Said vouchers shall include the amounts of all fees and costs incurred as a result of the services set forth under Section 1. of this agreement.

Section 6. BOARD REVIEW

The Board shall review the vouchers submitted by the professionals to determine whether the services have been performed in the manner and to the degree required by this agreement. Upon making a determination that said services have been performed properly, the Board shall process said vouchers in the same manner as normally employed for vouchers submitted for work performed on behalf of the Township. At the conclusion of this processing the Board shall recommend to the Township Committee that the amounts specified in said vouchers be deducted by the escrow holder from the escrow fund established pursuant to this agreement and paid to the respective claimants.

Section 7. APPLICANT'S OBJECTION

The applicant shall have the right to make periodic inspections of the records maintained by the escrow holder to determine the status of the escrow at any point in time. Where the applicant objects to the payment of any voucher from the escrow fund, he shall have the right to appeal, upon three (3) days notice to the professional involved, to the Board to determine whether the payment objected to is proper. The standards of review to be utilized by the Board in determining whether said payments are proper shall be whether the fees incurred are reasonable and whether the work has been performed properly. The Board shall afford the Applicant and the professional an opportunity to be heard and shall render its decision at its next regular meeting.

Section 8. INTEREST ALLOCATIONS

Any and all interest accruing on the deposits made and held in escrow by the Applicant shall revert to and become the property of the escrow holder as compensation for the services rendered in connection with this escrow agreement.

Escrow Agreement, page 3

Section 9. Return of overage

After all expenses referred to in this agreement have been paid and the Board is satisfied that there will be no further submissions for payment in connection with this application, the Municipal Treasurer, by resolution, shall authorize the return to the Applicant of any and all funds remaining in the escrow account. Return of such overage shall not relieve the Applicant of the obligation to pay for any expenses of the kind and type covered by this agreement should the same arise in the future in connection with this application or in connection with any subsequent amendments or revisions to the within application.

IN WITNESS WHEREOF the parties hereto have set their hands and seals.

Notary Public

Applicant

Date

Clerk or Administrative Officer
for: Planning Board
Board of Adjustment
Township of Delaware

Judith A. Allen, RMC
Township Clerk

escrow3

Form **W-9**
(Rev. October 2007)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

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

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)

Business name, if different from above

Check appropriate box: ☐ Individual/Sole proprietor ☐ Corporation ☐ Partnership
☐ Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶
☐ Other (see instructions) ▶

☐ Exempt
payee

Address (number, street, and apt. or suite no.)

Requester's name and address (optional)

City, state, and ZIP code

List account number(s) here (optional)

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 your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

or

Employer identification number

Part II Certification

Under penalties of perjury, I certify that:

1. 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
2. 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
3. I am a U.S. citizen or other U.S. person (defined below).

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 on page 4.

Sign
Here

Signature of
U.S. person ▶

Date ▶

General Instructions

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

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

- The U.S. grantor or other owner of a grantor trust and not the trust, and
- The U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person, do not use Form W-9. Instead, use the appropriate Form W-8 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity not subject to backup withholding, give the requester the appropriate completed Form W-8.

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),
3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the instructions below and the separate Instructions for the Requester of Form W-9.

Also see *Special rules for partnerships* on page 1.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name

If you are an individual, you must generally enter the name shown on your income tax return. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first, and then circle, the name of the person or entity whose number you entered in Part I of the form.

Sole proprietor. Enter your individual name as shown on your income tax return on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name" line.

Limited liability company (LLC). Check the "Limited liability company" box only and enter the appropriate code for the tax classification ("D" for disregarded entity, "C" for corporation, "P" for partnership) in the space provided.

For a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Regulations section 301.7701-3, enter the owner's name on the "Name" line. Enter the LLC's name on the "Business name" line.

For an LLC classified as a partnership or a corporation, enter the LLC's name on the "Name" line and any business, trade, or DBA name on the "Business name" line.

Other entities. Enter your business name as shown on required federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name" line.

Note. You are requested to check the appropriate box for your status (individual/sole proprietor, corporation, etc.).

Exempt Payee

If you are exempt from backup withholding, enter your name as described above and check the appropriate box for your status, then check the "Exempt payee" box in the line following the business name, sign and date the form.

Generally, individuals (including sole proprietors) are not exempt from backup withholding. Corporations are exempt from backup withholding for certain payments, such as interest and dividends.

Note. If you are exempt from backup withholding, you should still complete this form to avoid possible erroneous backup withholding.

The following payees are exempt from backup withholding:

1. An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2),
2. The United States or any of its agencies or instrumentalities,
3. A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities,
4. A foreign government or any of its political subdivisions, agencies, or instrumentalities, or
5. An international organization or any of its agencies or instrumentalities.

Other payees that may be exempt from backup withholding include:

6. A corporation,
7. A foreign central bank of issue,
8. A dealer in securities or commodities required to register in the United States, the District of Columbia, or a possession of the United States,
9. A futures commission merchant registered with the Commodity Futures Trading Commission,
10. A real estate investment trust,
11. An entity registered at all times during the tax year under the Investment Company Act of 1940,
12. A common trust fund operated by a bank under section 584(a),
13. A financial institution,
14. A middleman known in the investment community as a nominee or custodian, or
15. A trust exempt from tax under section 664 or described in section 4947.

The chart below shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 15.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 9
Broker transactions	Exempt payees 1 through 13. Also, a person registered under the Investment Advisers Act of 1940 who regularly acts as a broker
Barter exchange transactions and patronage dividends	Exempt payees 1 through 5
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 7

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation (including gross proceeds paid to an attorney under section 6045(f), even if the attorney is a corporation) and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, and payments for services paid by a federal executive agency.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited liability company (LLC)* on page 2), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local Social Security Administration office or get this form online at www.ssa.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/businesses and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting www.irs.gov or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded domestic entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, and 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). Exempt payees, see *Exempt Payee* on page 2.

Signature requirements. Complete the certification as indicated in 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor ²
4. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee ³
b. So-called trust account that is not a legal or valid trust under state law	The actual owner ⁴
5. Sole proprietorship or disregarded entity owned by an individual	The owner ³
For this type of account:	Give name and EIN of:
6. Disregarded entity not owned by an individual	The owner
7. A valid trust, estate, or pension trust	Legal entity ⁴
8. Corporate or LLC electing corporate status on Form 8832	The corporation
9. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
10. Partnership or multi-member LLC	The partnership
11. A broker or registered nominee	The broker or nominee
12. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or "DBA" name on the second name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 1.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, social security number (SSN), or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

Call the IRS at 1-800-829-1040 if you think your identity has been used inappropriately for tax purposes.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes.

Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS personal property to the Treasury Inspector General for Tax Administration at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: spam@uce.gov or contact them at www.consumer.gov/idtheft or 1-877-IDTHEFT(438-4338).

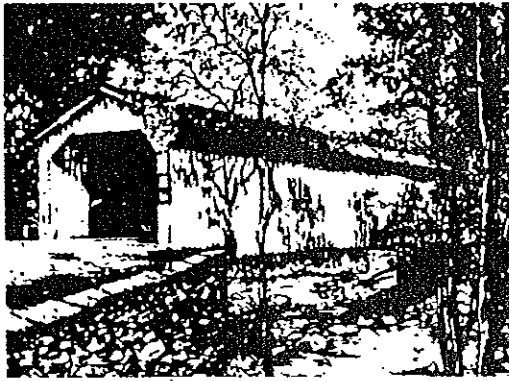
Visit the IRS website at www.irs.gov to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons who must file information returns with the IRS to report interest, dividends, and certain other income paid to you, mortgage interest you paid, the acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA, or Archer MSA or HSA. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation, and to cities, states, the District of Columbia, and U.S. possessions to carry out their tax laws. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

You must provide your TIN whether or not you are required to file a tax return. Payers must generally withhold 28% of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to a payer. Certain penalties may also apply.





Green Sergeant's Bridge
New Jersey's Only Remaining Covered Bridge

Delaware Township

Hunterdon County, New Jersey

www.DelawareTwpNJ.org

OFFICE OF TAX COLLECTOR

PO BOX 500
TOWNSHIP HALL
SERGEANTSVILLE, NJ 08557
(609) 397-3240, Ext. 203
Direct FAX Number (609) 397-4893

DELAWARE TOWNSHIP
CERTIFICATION THAT PROPERTY TAXES ARE CURRENT

I hereby certify that property taxes on Block _____, Lot _____ located at

_____ owned by _____

are current, and no property tax money is due from the owner.

DATE: _____

Danene Gooding, CTC
Delaware Township Tax Collector

Property taxes in the amount of \$ _____ are due from the owner.

DELAWARE TOWNSHIP
CERTIFICATION THAT MUNICIPAL FEES ARE CURRENT

I hereby certify that all percolation and soil log test fees on Block _____, Lot _____
located at _____ owned by _____

are current, and no money is due from the applicant or owner.

DATE: _____

Danene Gooding, CTC
Delaware Township
Board of Health Secretary

Tax Certification

DELAWARE TOWNSHIP PLANNING BOARD
VARIANCE APPLICATION

Block _____

Lot _____

1. List all variances involved in your application.

2. Please explain in detail why this variance(s) is needed.

3. Variances are only granted in hardship circumstances, which are non-financial in nature. Such circumstances are outlined in the New Jersey Municipal Land Use Law. Please explain in detail what is your hardship and why the Board should consider granting you a variance. This explanation will be reviewed at your hearing.

Lot Number Assignment by
Delaware Township Tax Assessor
for Application to the
Delaware Township Planning Board
P.O. Box 500
Sergeantsville, NJ 08557

The applicant(s) _____ propose(s) to subdivide

Block _____, Lot _____ on the Tax Map of the Township of Delaware.

I have assigned the following Lot Number(s) for a proposed subdivision.

Remaining Land

Block _____ Lot _____ Acreage _____

Newly Subdivided Lot

Block _____ Lot _____ Acreage _____

Block _____ Lot _____ Acreage _____

PLEASE ATTACH SKETCH PLAT FOR A MAJOR SUBDIVISION.

Date: _____
Tax Assessor _____

N.B. An application is not complete without this document signed by the Tax Assessor before the surveyor or engineer begins the plat preparation. You must present a sketch of your subdivision to the Assessor obtain the lot number(s).

DELAWARE TOWNSHIP PLANNING BOARD
MAJOR SUBDIVISION AND SITE PLAN APPLICATIONS ONLY

Type of Application

- | | | | | |
|----|----------------------|-------|-------------------------|-------|
| 1. | Major – Concept Plan | _____ | Site Plan – Preliminary | _____ |
| | Major – Preliminary | _____ | Site Plan – Final | _____ |
| | Major – Final | _____ | | |

- | | | |
|-----------------------------|--------------------------|-------|
| 2. Proposed improvement(s): | New Structure | _____ |
| | Expanded Area | _____ |
| | Improved Parking | _____ |
| | Alternation to Structure | _____ |
| | Expansion to Structure | _____ |
| | Change of Use | _____ |
| | Sign | _____ |
| | Other | _____ |

3. Submissions: List maps and other exhibits accompanying this application.

4. Improvements: List all proposed on-site improvements and utilities and off-tract improvements.

5. Do you intend to install improvements or post performance guarantee prior to final approval? _____ Install Improvements _____ Post Performance Guarantee

DELAWARE TOWNSHIP PLANNING BOARD
OWNER'S AUTHORIZATION

I am the owner of the property designated as Block _____ Lot _____ located
on _____ (Street) encompassing a total acreage of _____
acres and do hereby authorize _____
to make application to the Planning Board for the purpose of

_____ Minor Subdivision
_____ Boundary Adjustment
_____ Major Subdivision
_____ Conditional Use
_____ Site Plan
_____ Other

Date: _____

NOTARY

Signature of Owner

Signature of Owner

Address

Address

Phone Number

Note: This Authorization must be notarized if the Owner is not the Applicant.

DELAWARE TOWNSHIP PLANNING BOARD
CORPORATE OWNER'S AUTHORIZATION

This Corporation is the owner of the property designated as Block _____,

Lot _____ located on _____ (Street)

encompassing _____ acres.

This Corporation hereby authorizes _____

to make application the Delaware Township Planning Board for the purpose of

Date: _____

NOTARY

Signature of Present

Signature of Vice-President

Signature of Secretary/Treasurer

Address

Address

Phone Number

Note: This Corporate Owner's Authorization must be accompanied by a Resolution by the Board of Directors authorizing the officer making the application to do so.

Corporations or partnerships must list the names and addresses of all stockholders owning ten percent (10%) or more of the stock or interest in the corporation or the partnership. (P.L. 1977, Chapter 336)

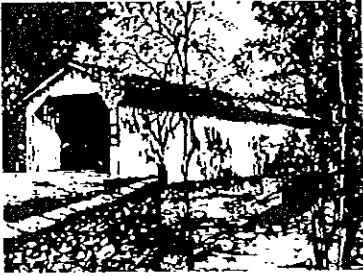
NAME _____

[illegible][illegible]

DELAWARE TOWNSHIP
WORDING FOR ADJOINING LOTS USING A COMMON DRIVEWAY CUT

Access to _____ (Road/Street) shall be restricted to a common driveway cut for use by Block _____, Lot _____ and Block _____, Lot _____. The driveway giving access to Block _____, Lot _____ and Block _____, Lot _____ shall commence along their common lot line and shall be restricted to a location of fifteen feet on either side of said common lot line for a distance of not less than fifty feet from the newly dedicated right-of-way line of _____ (Road/Street). Said driveway shall also be used for the installation and maintenance of utilities for Block _____, Lot _____ and Block _____, Lot _____. The property owners of both lots shall share equally in the maintenance of the common portion of the driveway.

sharedrivewaydeedlanguage



Green Sergeant's Bridge
New Jersey's Only Remaining Covered Bridge

Delaware Township

Hunterdon County, New Jersey

OFFICE OF PLANNING BOARD

TOWNSHIP HALL

SERGEANTSVILLE, NJ 08557

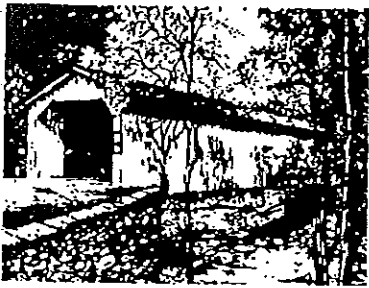
(609) 397-3240

Direct FAX Number (609) 397-4893

DEED RESTRICTION LANGUAGE LANDS REMAINING DEVELOPABILITY

An area of _____ acres is restricted from the above described remaining land in accordance with Article 9:2.1C in the Land Use Ordinance of Delaware Township dated July 1987 – Revised March 27, 1989. For any further subdivision of the above described remaining land, the developer shall subtract in the calculation for determining the developable acreage the difference between four acres (flag lot) and the per lot acreage utilized in the minor subdivision. Using this calculation, _____ acres are hereby forever deducted from the developability of Block _____, Lot _____.

Deduct.doc



Green Sergeant's Bridge
New Jersey's Only Remaining Covered Bridge

Delaware Township

Hunterdon County, New Jersey

www.DelawareTwpNJ.org

OFFICE OF BOARD OF HEALTH

P. O. BOX 500

TOWNSHIP HALL

SERGEANTSVILLE, NJ 08557

(609) 397-3240, Ext. 202

Direct FAX Number (609) 397-4893

HEALTH DEPARTMENT APPROVALS - SUBDIVISION

Applicants for subdivisions in Delaware Township must first obtain approvals from the Delaware Township Board of Health and the Hunterdon County Department of Health. They review the soil test results to be sure that the septic system can be designed and constructed that will properly address health and safety issues. These approvals are conditions prior to your appearance before the Planning Board.

It is your responsibility to arrange for these approvals. Please complete this form in duplicate and provide it with whatever other information the Township and County need to complete their reviews. Danene Gooding is the Delaware Township Board of Health Secretary. You can reach her at 609-397-3240 Ext. 202. The phone number for the County Health Department is 908-788-1351. They are located on Route 12, in Flemington.

Please attach one copy of your subdivision plat and the complete soil test results if separate from plat to this application for each board.

The Delaware Township Board of Health requires that each applicant submit their application, County Health Department approval, and 11 sets of plat plans 10 (ten) business days prior to the next scheduled meeting so that you can be heard.

The Hunterdon County Department of Health currently charges the following fees:

1-3 Lots: \$75 4-10 Lots: \$ 110 11-20 Lots: \$ 160.00 21 + Lots \$245

The Delaware Township Board of Health currently charges \$100 Base Fee for Subdivision and \$25 for each lot.

Please complete the following attached application:

Minor Subdivision: _____ Major Subdivision _____

No. of Lots Created: _____ Existing septic on property? Yes No

Applicant: _____ Address: _____
Block _____ Lot _____ Phone: _____

Engineer: _____ Phone: _____

Date of Proposed Subdivision Hearing: _____

Fee Attached: _____ Plats Attached: _____ Test Results Attached _____



Green Sergeant's Bridge
New Jersey's Only Remaining Covered Bridge

Delaware Township

Hunterdon County, New Jersey

www.DelawareTwpNJ.org

OFFICE OF BOARD OF HEALTH

P. O. BOX 500
TOWNSHIP HALL

SERGEANTSVILLE, NJ 08557

(609) 397-3240, Ext. 102

Direct FAX Number (609) 397-4893

HEALTH DEPARTMENT APPROVALS – Septic Repair, Waiver, Etc.

If you need to be heard by the Delaware Township Board of Health for other matters not resulting in a Subdivision, please fill out the application below with all necessary paperwork that will be needed for review by the Board and the County Health Department.

Please provide the Board with this application, County Health Department approval, and 11 sets of plat plans 10 (ten) days prior to the next scheduled meeting so that you can be heard. There is no fee charged by the Township Board of Health to be heard in this matter, but please contact the County Health Department to obtain the appropriate fees in this matter.

Name: _____ Block _____ Lot _____

Address: _____

Phone: _____

Engineer: _____ Phone: _____

State reason to be heard before the Board: _____

Date of Proposed Hearing: _____

Please note: If your septic field is to be placed within the sideyard or the rearyard setback, you will need to seek approval from the Board of Adjustment; Clerk – Kathleen E. Klink, 609-397-3240, ext. 208

Office Hours: 5:30 to 7:30 p.m., Wednesday evenings



Green Sergeant's Bridge
New Jersey's Only Remaining Covered Bridge

Delaware Township

Hunterdon County, New Jersey

www.DelawareTwpNJ.org

OFFICE OF BOARD OF HEALTH

P. O. BOX 500

TOWNSHIP HALL

SERGEANTSVILLE, NJ 08557

(609) 397-3240, Ext. 10

Direct FAX Number (609) 397-4893

DELAWARE TOWNSHIP BOARD OF HEALTH

CHECKLIST FOR ENGINEERS

WHEN REQUESTING A WAIVER DUE TO SET BACK LINES OR APPLYING FOR A SUBDIVISION

The Delaware Township Board of Health requests the following information be provided when appearing before the board. This information should be provided when submitting the eleven (11) copies of the septic system design plans, the letter from the County Health Department, and a copy of the Application to Construct or Alter an Individual Sewage Disposal System.

Engineering Firm: _____ Telephone: _____

Property Owner: _____ Block _____ Lot _____

Property Address: _____ City: _____

Enclosed

1. An Aerial view of the property (this can be obtained off the internet) _____
2. The location of the reserve area on neighboring properties _____
3. The location of property lines _____
4. The location and distance of neighboring wells and septic _____
5. Results from failed tests in the building envelope _____



COUNTY OF HUNTERDON

DEPARTMENT OF HEALTH

RT. 12 COUNTY COMPLEX, BLDG. #7

PO BOX 2900

FLEMINGTON NEW JERSEY 08822-2900

www.co.hunterdon.nj.us/health.htm

RECEIVED FEB 23 2004
cc: B.F. Hall

Memorandum

John W. Beckley, M.P.H.
Director / Health Officer

OFFICES/AT:

Administration

Environmental Health Division

Route 12 County Complex

PO Box 2900

Flemington NJ 08822-2900

Phone: (908) 788-1351

Fax: (908) 782-7510

E-Mail:

health@co.hunterdon.nj.us

Public Health Preparedness

and Epidemiology Division

Route 12 County Complex

PO Box 2900

Flemington NJ 08822-2900

Phone: (908) 806-5190

Fax: (908) 806-5104

E-Mail: bl@co.hunterdon.nj.us

Public Health Nursing

and Education Division

Route 31

Community Services Annex

PO Box 2900

Flemington NJ 08822-2900

Phone: (908) 806-4570

Fax: (908) 806-5503

E-Mail:

phn@co.hunterdon.nj.us

Mosquito/Vector Control

Route 12 County Complex

PO Box 2900

Flemington NJ 08822-2900

Phone: (908) 788-1351

Fax: (908) 788-1597

E-Mail:

trainey@co.hunterdon.nj.us

HIV Counseling and

Testing Site

Route 31

Community Services Annex

PO Box 2900

Flemington NJ 08822-2900

Phone: (908) 806-4893

Fax: (908) 806-4730

E-mail:

hiv@co.hunterdon.nj.us

Senior Health Services

PO Box 2900

Flemington NJ 08822-2900

General Information

Phone: (908) 782-7224

Fax: (908) 782-7542

Fitness

Phone: (908) 996-2003

Fax: (908) 996-3104

TO: Township Planning Boards, Boards of Health, and
Professional Engineers

FROM: James A. Gallos, Principal Environmental Health Specialist *JAG*

SUBJECT: Review Fee Schedules

DATE: February 18, 2004

As a reminder, the Hunterdon County Freeholders approved environmental health inspection and review fees effective February 1, 2002. The last several months we have been receiving minor and major subdivision applications without the appropriate fee accompanying them for the review. I have enclosed Hunterdon County Health Department's "Environmental Health Service Fees" sheet for your use. Our department will no longer review submitted applications unless the appropriate fee has been submitted with the application.

We also ask the planning boards to include this requirement on their subdivision submittal checklist sheet.

Please call if you have any questions.

JAG:scg

cc: Health Department Staff

Enclosure (1)

feeschedules.doc



John W. Beckley, M. P. H.
Director / Health Officer

OFFICES AT:

**Administrative Services /
Environmental Health
Services**
Route 12 County Complex
PO Box 2900
Flemington NJ 08822-2900
Phone: (908) 788-1351
Fax: (908) 782-7510
E-Mail:
health@co.hunterdon.nj.us

**Public Health Nursing
and Education**
Route 31
Community Services Annex
PO Box 2900
Flemington NJ 08822-2900
Phone: (908) 806-4570
Fax: (908) 806-5503
E-Mail:
phn@co.hunterdon.nj.us

**HIV Counseling and
Testing Site**
Route 31
Community Services Annex
PO Box 2900
Flemington NJ 08822-2900
Phone: (908) 806-4893
Fax: (908) 806-4739
E-mail:
hiv@co.hunterdon.nj.us

Senior Health Services
PO Box 2900
Flemington NJ 08822-2900
General Information
Phone: (908) 782-7224
Fax: (908) 782-7542
Fitness
Phone: (908) 996-2003
Fax: (908) 996-3104
seniorhealth@co.hunterdon.nj.us

COUNTY OF HUNTERDON

DEPARTMENT OF HEALTH

RT. 12 COUNTY COMPLEX, BLDG. #7

PO BOX 2900

FLEMINGTON NEW JERSEY 08822-2900

ENVIRONMENTAL HEALTH SERVICE FEES

EFFECTIVE FEBRUARY 1, 2002

(Per County Ordinance 2002-1)

■ POTABLE WATER WELL PROGRAMS

New Well Application	\$ 100.00
Well Abandonment Inspection	50.00
Well Alteration Inspection (Packer etc.)	50.00
Resample Collection/Analysis (After initial retest)	35.00
Well Re-Inspection	40.00

■ INDIVIDUAL SUBSURFACE SEWAGE DISPOSAL SYSTEM PROGRAM FEES

New System Application	\$ 250.00
Alteration Application	225.00
Repair Application	80.00
Redesign	90.00
Re-Review (after initial plan rejection)	15.00

■ GEOTHERMAL WELL PROGRAM FEES

Geothermal Well Applications	\$ 125.00
Subsequent Inspection	45.00

■ SUBDIVISION AND SITE PLAN REVIEW FEES

Site Plan	\$ 25.00
Minor (1-3 lots)	75.00
Major (4-10 lots)	110.00
(11-20 lots)	160.00
(21 or more lots)	245.00

■ CONSTRUCTION PERMIT REVIEW FEES

Permit Referral Review	\$ 15.00
------------------------	----------

■ GENERAL PROCESSING FEES

Refund Processing	\$ 25.00
-------------------	----------

fees02.wpd (revised 9/14/02)

HEALTHY PEOPLE LIVING IN HEALTHY COMMUNITIES

NOTE to Delaware Township Board of Adjustment applicants: Jurisdictional Determination must be requested as part of your application to the Board. Please complete the attached application and submit to D & R Canal Commission as soon as you submit your application to the Board of Adjustment office. Amendment to application July, 2009.

D&R CANAL COMMISSION FEE TABLE

Jurisdictional Determination: (\$50.00)		\$ _____
General Permit 1 Authorization: (\$50.00)		\$ _____
General Permit 2 Authorization: (\$100.00)		\$ _____
Review of Visual Impact for a Minor Project: (\$250.00)		\$ _____
Review of Visual Impact for a Major Project: (\$500.00 base plus \$100.00 per lot)		\$ _____
Review of Stormwater Impact of a Minor Project (Zone A)		
Single family home, duplex or additions yielding less than 800 square feet of impervious surface and not qualifying for a General Permit 2 Authorization: (\$100.00)		\$ _____
All other Minor projects in Zone A: (\$500.00)		\$ _____
Review of Stormwater Impact of a Major Project (both Zones A and B)		
Review of stormwater calculations: (\$2,000.00 base)		\$ _____
Review of groundwater recharge calculations, per land area disturbed by the project		
Less than 3 acres: (\$500.00)		\$ _____
Between 3 and 10 acres: (\$1,000.00)		\$ _____
Between 10 and 100 acres: (\$2,000.00)		\$ _____
Over 100 acres: (\$4,000.00)		\$ _____
Review of runoff quantity calculations, per land area disturbed by the project		
Less than 3 acres: (\$500.00)		\$ _____
Between 3 and 10 acres: (\$1,000.00)		\$ _____
Between 10 and 100 acres: (\$2,000.00)		\$ _____
Over 100 acres: (\$4,000.00)		\$ _____
Review of water quality calculations, per land area disturbed by the project		
Less than 3 acres: (\$500.00)		\$ _____
Between 3 and 10 acres: (\$1,000.00)		\$ _____
Between 10 and 100 acres: (\$2,000.00)		\$ _____
Over 100 acres: (\$4,000.00)		\$ _____
Review of Stream Corridor Impact of a Minor Project		
Single family home, duplex or additions yielding less than 800 square feet of impervious surface: * (\$250.00)		\$ _____
All other minor projects: (\$2000.00)		\$ _____
Review of Stream Corridor Impact of a Major Project: (\$2000.00)		\$ _____
Review of Waiver Request of Stream Corridor Impact: (\$1,000.00)		\$ _____
Review of Traffic Impact: (\$500.00)		\$ _____
Review of subdivision, lot line only: (\$100.00)		\$ _____
Review of extension request to an approval: (\$50.00)		\$ _____
Review of major modifications: (25% of all fees originally charged for the approval being modified)		\$ _____
Less Paid:		\$ _____
TOTAL:		\$ _____

* Includes Review of Waiver request of Stream Corridor Impact if needed

State of New Jersey
Department of Environmental Protection
Delaware and Raritan Canal Commission Application

PLEASE PRINT OR TYPE

- 1a. Applicant/Owner _____ Telephone () _____
Permanent Legal Address _____
City or Town _____ State _____ Zip Code _____
E Mail: _____
- 1b. Agent/Attorney (if applicable) _____ Telephone () _____
Permanent Legal Address _____
City or Town _____ State _____ Zip Code _____
E Mail: _____
2. If applicable, give name of Engineer or Architect (specify):
Name _____ NJ License # _____
Name of Firm _____ Telephone () _____
Address _____
City or Town _____ State _____ Zip Code _____
E Mail: _____
3. Name of Project, if applicable _____ Total Acreage _____
Block(s) _____ Lot(s) _____
Address (Street/Road) _____
City or Town _____ State _____ Zip Code _____
4. Have any other applications for this site/project been submitted, or have any state permits been issued for this project? (If yes, indicate status and project number below.)
_____ Yes _____ No
- | PERMIT Type | APPLICATION STATUS
(Pending-Approved) | Project # |
|--|--|-----------|
| 4.01 Freshwater Wetlands Permit..... | _____ | _____ |
| 4.02 Freshwater Wetlands Transitional Area Waiver..... | _____ | _____ |
| 4.03 Flood Hazard Area Permit..... | _____ | _____ |

5. What municipal approvals are necessary for this project? (i.e. construction permit, zoning variance, historic commission approval, subdivision or site plan approval)

6. Brief Description of the proposed project and intended use: (If residential, include number and type of units—townhouses, single family, etc. If non-residential, specify type of structures—warehouses, office, etc.) **INCLUDE TOTAL AREA OF NEW IMPERVIOUS SURFACES and TOTAL AREA OF DISTURBANCE, IN ACRES.**

7. List any individuals owning 10% or more in the project.

8. Attach application fee sheet. Make check payable to Treasurer, State of New Jersey.

Amount of fee enclosed \$ _____

8. I certify under penalty of law that the information provided in this document is true, accurate, and complete. I am aware that there are significant civil and criminal penalties for submitting false, inaccurate or incomplete information, including fines and/or imprisonment.

Print: Name and Date

Signature of Applicant/Owner

Print: Position

Date



HUNTERDON COUNTY SOIL CONSERVATION DISTRICT

687 PITTSTOWN ROAD
FRENCHTOWN, NJ 08825
TEL (908) 788-9466
FAX (908) 788-0795

JAN 9 - 2009

Items Required for Initiating Single-Family Dwellings Construction with the Hunterdon County Soil Conservation District

1. **Soil Erosion and Sediment Control Plan:** *effective December 1, 2003* --- A Soil Erosion and Sediment Control Plan and a formal Soil Erosion and Sediment Control Plan Application (4/99 version) is to be completed and submitted to the Hunterdon County Soil Conservation District office. The application is to be signed by the owner (or written authorization from the project owner attached). The plan must have proposed grading, limits of disturbance, agronomic specifications, and contemporary soil erosion and sediment control measures. (See Standard for Soil Erosion and Sediment Control in New Jersey, District Agronomic Specifications, and District Minimum Guidelines for Soil Erosion and Sediment Control Plans for further information). The current initial fee for a single-family dwelling is \$775.00, payable to "Hunterdon County SCD". The plans must be sealed by a Professional Engineer or Architect (if no engineering related items) licensed by the State of New Jersey. The District has 30 days to review completed applications; however, this time period is generally less depending on quality of the Soil Erosion and Sediment Control Plans submitted.
2. **Construction General Permit (Request For Authorization):** *effective March 1, 2004* --- A Construction General Permit (RFA) relates to all disturbances as of 1 acre or more. This effects almost all single-family dwelling construction in Hunterdon County, since the disturbed areas include dwelling, driveway/access, stockpiles, septic system areas, and typical lot grading for lawns and yard. The NJ Water Pollution Control Act, NJSA 58:10A-1 et seq. (NJWPCA), requires land disturbance for these projects requiring certification of a Soil Erosion and Sediment Control Plan, to obtain an Authorization to Discharge Stormwater under a NJ Pollution Discharge Elimination System (NJPDES) Construction General Permit (RFA Permit). A Request of Authorization (RFA permit form) and a check of \$300, payable to "Treasurer, State of New Jersey" is to be submitted to the District prior to any land disturbance on the project site or lot. The Hunterdon County Soil Conservation District handles the administration of RFA permit as far as receiving, verifying, issuing authorizations, and sending the request and fees on to NJDEP.
3. **Stormwater Rules:** *effective March 1, 2004* --- New Stormwater rules for New Jersey are in effect and relate to all disturbances over 1-acre (which effects almost all single-family dwelling construction in Hunterdon County). On single-family dwellings, the engineer may design drywells, recharge basins, recharge trenches, etc. More information on the stormwater rules can be obtained from your design engineer, municipal engineer, or the DEP website www.njstormwater.org.
4. **Written Work Start Notification:** Once the Soil Erosion and Sediment Control Plans are certified for a single-family dwelling, the Hunterdon County Soil Conservation District requires a minimum 48-hour written notification prior to any land disturbance on the project site or lot. This notification, stating Project Name, Block, Lot, Municipality and Contact Person can be faxed to the District Office at 908-788-0795.
5. **Okay to Build Letters:** The District policy, in cooperation with Municipal Building Inspectors, requires that the District issue an "Okay to Build" letter prior to the issue of any building permit by the Municipal Building Inspector or Code Enforcement Office. It has been an ongoing policy of the District to inspect the project for compliance with the Certified Soil Erosion and Sediment Control Plan prior to issuing Okay to Build Letters. Usually for single-family dwellings, The District will inspect to see that at least the stone tracking pad and silt fence sediment barriers are properly in place before issuing the required letter to the building department.

FOR DISTRICT USE ONLY

SCD Name: _____
SCD RFA # _____
FEE Paid _____
Check # _____
Voucher # _____
Date RFA Rec'd _____
RFA Cert. Date _____
Ch. 251 App.# _____

N.J. Department of Environmental Protection
Bureau of Nonpoint Pollution Control
In cooperation with the
N.J. Department of Agriculture
State Soil Conservation Committee
and Soil Conservation Districts



New Jersey Pollutant Discharge Elimination System
Request for Authorization (RFA) Form
NJPDES General Permit No. NJG0088323
Stormwater Discharge Associated with Construction Activity

Please follow all instructions carefully. Omissions may delay your permit authorization request. **SIGN AND DATE** where indicated on page 3. **PRINT OR TYPE** all information. Submit the completed RFA to the appropriate Soil Conservation District office listed on page. 4. Attach additional sheets as necessary. * Any project in the Highlands Preservation Area must have a Highlands Approval or Eligibility Determination attached.

1. Location of Project or Facility

a. Project or Facility Name _____
b. Street Address with number (No. P.O. box Nos.) _____
c. Municipality _____ d. County _____
e. Block Number _____ f. Lot Number _____
g. ZIP Code _____ h. Contact Person _____
i. Telephone Number _____ j. Fax Number _____

2. Owner(s) of Project or Facility

a. Name _____
b. Permanent Legal Address _____
c. City or Town _____ d. State _____ e. ZIP Code _____
f. Contact Person _____
g. Telephone Number _____ h. Fax Number _____
i. Parent Company _____
Mailing Address _____
City or Town _____ State _____ ZIP Code _____

Request for Authorization (RFA) Form (continued)
NJPDES General Permit No. NJG0088323
Stormwater Discharge Associated with Construction Activity

3. Operating Entity*

- a. Name _____
- b. Permanent Legal Address _____
- c. City or Town _____ d. State _____ e. ZIP Code _____
- f. Contact Person _____
- g. Telephone Number _____ h. Fax Number _____
- i. Parent Company _____ Telephone Number _____
- Mailing Address _____ Fax Number _____
- City or Town _____ State _____ ZIP Code _____

*Note - The Operating entity has operational control over site specifications or over those daily activities necessary to ensure compliance with permit conditions.

4. Description of Current and Proposed Land Use

- a. Proposed Use (check the applicable category(ies))
- i. Residential Dwelling: _____ Single Family _____ Multi Family
- ii. _____ Commercial Facility iii. _____ Industrial Facility
- iv. _____ Public School, Religious or Charitable Institution
- v. _____ Other (specify) _____
- b. Area of Disturbance (acres) _____
- c. Describe the current land use and general nature of disturbance activity _____
- d. Stormwater discharges to _____ watershed and
major water body: _____

5. Coordinates of Center of Site in Decimal Degrees

Latitude _____ Longitude _____

6. Attachments (checks made payable "Treasurer - State of New Jersey")

- a. ☐ 1.0 - 5.0 acre disturbances - \$450.00
- ☐ Greater than 5.0 acre disturbances - \$650.00
- (Circle payment type and enter document number below)
- Check No. _____ Voucher No. _____

For further information contact the local Soil Conservation District (see page 4)



RFA Certification
Construction General Permit
NJPDES General Permit No. NJG0088323



"I certify under penalty of law that this Request for Authorization and all attached documents were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. As far as I know, none of the stormwater discharges for which this Request for Authorization is submitted are excluded from authorization by part I.A.2, A.3 or B of NJPDES Permit No. NJG0088323.

"I am aware that pursuant to the Water Pollution Control Act (see N.J.S.A. 58:10A-10f(2) and (3)), there are significant civil and criminal penalties for making a false statement, representation or certification in any application, records, or other document filed or required to be maintained under that Act, including fines and/or imprisonment."

WHO MUST SIGN?

FOR A CORPORATION: a "responsible corporate officer" or duly authorized representative. A "responsible corporate officer" is (i) a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or (ii) the manager of one or more manufacturing, production, or operating facilities employing more than 250 persons or having gross annual sales or expenditures exceeding \$25 million (in second-quarter 1980 dollars), if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.

FOR A PARTNERSHIP OR SOLE PROPRIETORSHIP: a general partner or the proprietor, respectively, or duly authorized representative.

FOR A MUNICIPALITY, STATE, FEDERAL OR OTHER PUBLIC AGENCY: either a principal executive officer or ranking elected official, or duly authorized representative.

A "responsible corporate officer", general partner, proprietor, principal executive officer of a public agency, or ranking elected official may assign his her signatory authority for this Certification to a duly authorized representative, which is a named person or generic position having overall responsibility for facility operation or the permittee's environmental matters, by submitting a letter to the Soil Conservation District (see page 4) stating said authority and naming the person or position.

Facility Name: _____
(print)

(print, if applicable, name of corporation, partnership, or public agency submitting this certification)

(signature)

(date)

(print name)

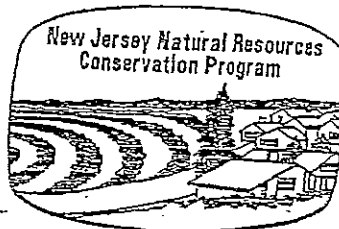
SOIL CONSERVATION DISTRICTS IN NEW JERSEY

DISTRICT	ADDRESS	PHONE # & EMAIL	FAX#
BERGEN	700 Kinderkamack Road, Ste. 106 Oradell 07649	(201)261-4407 acaruso@bergenscd.org	(201)261-7573
BURLINGTON	1971 Jacksonville-Jobstown Road Columbus 08022 Hainsport 08036	(609)267-7410 dyarus@bscd.org	(609)267-3347
CAMDEN	423 Commerce Lane, Suite 1 W. Berlin 08091	(856)767-6299 robert.dobbs@camdenscd.org	(856)767-1676
CAPE-ATLANTIC	Atlantic County Office Building 6260 Old Harding Highway Mays Landing 08330	(609)625-3144 capeatlanticscd@comcast.net	(609)625-7360
CUMBERLAND- SALEM	PO Box 144, Route 77 Deerfield 08313	(856)451-2422 cumbsoil@aol.com	(856)451-1358
FREEHOLD (Monmouth & Middlesex)	4000 Kozloski Road, PO Box 5033 Freehold 07728-5033	(732)683-8500 info@freeholdscd.org	(732)683-9140
GLOUCESTER	14 Parke Place, Suite C Sewell 08080	(856)589-5250 gloucester@gloucesterscd.org	(856)256-0488
HUDSON-ESSEX & PASSAIC	15 Bloomfield Avenue North Caldwell	(973)364-0786 hepscd@bellatlantic.net	(973)364-0784
HUNTERDON	687 Pittstown Road Frenchtown 08825	(908)788-9466 hscd@att.net	(908)788-0795
MERCER	508 Hughes Drive Hamilton Square 08690	(609)586-9603 mercersoila@aol.com	(609)586-1117
MORRIS	Court House, PO Box 900 Morristown 07960	(973)285-2953 morrissoil@optonline.net	(973)285-8345
OCEAN	714 Lacey Road Forked River 08731	(609)971-7002 info@oscd.org	(609)971-3391
SOMERSET-UNION	Somerset County 4-H Center 308 Milltown Road Bridgewater 08807	(908)526-2701 soilconsrv@co.somerset.nj.us	(908)526-7017
SUSSEX	186 Halsey Road, Suite 2 Newtown 07860	(973)579-5074 sussex@sussexscd.org	(973)579-7846
WARREN	224 Stiger Street Hackettstown 07840	(908)852-2579 wscd@verizon.net	(908)852-2284

STATE SOIL CONSERVATION COMMITTEE
NEW JERSEY DEPARTMENT OF AGRICULTURE
PO BOX 330, TRENTON, NEW JERSEY 08625
TELEPHONE:609-292-5540 FAX:609-633-7229
Office Hours 8:30am to 5:00 pm

**HUNTERDON COUNTY SOIL
CONSERVATION DISTRICT**
687 PITSTOWN ROAD SUITE #1
FRENCHTOWN, NJ 08825

Ph# 908-788-9466
FAX # 908-788-0795



For District Use Only

Application Number
Disposition

APPLICATION FOR SOIL EROSION AND SEDIMENT CONTROL PLAN CERTIFICATION

The enclosed soil erosion and sediment control plan and supporting information are submitted for certification pursuant to the Soil Erosion and Sediment Control Act, Chapter 251, P.L. 197: as amended (N.J.S.A. 4:24-39 et. seq.) An application for certification of a soil erosion and sediment control plan shall include the items listed on the reverse side of this form.

Name of Project		Project Location: Municipality	
Project Street Address		Block	Lot
Project Owner(s) Name		Phone # Fax #	
Project Owner(s) mailing address		City	State Zip
Total Area of Project (Acres)	Total Area or Land to be Disturbed (Acres)	No. Dwelling or other Units	Fee \$
Plans Prepared by*		Phone # Fax #	
Street Address		City	State Zip
*(Engineering related items of the Soil Erosion and Sediment Control Plan MUST be prepared by or under the direction of and be sealed by a Professional Engineer or Architect licensed in the State of New Jersey, in accordance with NJAC 13:27-6.1 et. seq.)			
Agent Responsible During Construction			
Street Address			
City	State	Zip	Phone Fax #

The applicant hereby certifies that all soil erosion and sediment control measures are designed in accordance with current Standards for Soil Erosion and Sediment Control in New Jersey and will be installed in accordance with those Standards and the plan as approved by the Soil Conservation District and agrees as follows:

1. To notify the District in writing at least 48 hours in advance of any land disturbance activity. Failure to provide such notification may result in additional inspection fees.
2. To notify the District upon completion of the Project (Note: No certificate of occupancy can be granted until a report of compliance is issued by the District.
3. To maintain a copy of the certified plan on the project site during construction.
4. To allow District agents to go upon project lands for inspection.
5. That any conveyance of this project or portion thereof prior to its completion will transfer full responsibility for compliance with the certified plan to any subsequent owners.
6. To comply with all terms and conditions of this application and certified plan including payment of all fees prescribed by the district fee schedule hereby incorporated by reference.

The applicant hereby acknowledges that structural measures contained in the Soil Erosion and Sediment Control Plan are reviewed for adequacy to reduce offsite soil erosion and sedimentation and not for adequacy of structural design. The applicant shall retain full responsibility for any damages which may result from any construction activity notwithstanding district certification of the subject soil erosion and sediment control plan. It is understood that approval of the plan submitted with this application shall be valid only for the duration of the initial project approval granted by the municipality. All municipal renewals of this project will require submission and approval by the district. In no case shall the approval extend beyond three and one half years at which time resubmission and certification will be required. Soil Erosion and Sediment Control Plan certification is limited to the controls specified in the plan. It is not authorization to engage in the proposed land use unless such use has been previously approved by the municipality or other controlling agency.

1. Applicant Certification*	3. Plan determined complete:
Signature _____ Date _____	Signature of District Official _____ Date _____
Applicant Name (Print) _____	4. Plan certified, denied or other actions noted. Special Remarks:
2. Receipt of fee, plan and supporting documents is hereby acknowledged:	Signature of District Official _____ Date _____
Signature of District Official _____ Date _____	

Other than project owner, written authorization of owner must be attached.

JST 10/10/07 10:07:00
10/10/07 10:07:00
10/10/07 10:07:00
10/10/07 10:07:00

An application for certification of a soil erosion and sediment control plan shall include the following items.

1. One copy of the complete subdivision, site plan or construction permit application, including key map as submitted to the municipality (Architectural drawings and building plans and specifications not required.) which includes the following:
 - a. Location of present and proposed drains and culverts with their discharge capacities and velocities and support computations and identification of conditions below outlets.
 - b. Delineation of any area subject to flooding from the 100-year storm in compliance with the Flood Plains Act (NJSA 58:16A) or applicable or applicable municipal zoning.
 - c. Delineating of streams, wetlands, pursuant to NJSA 13:9B and other significant natural features within the project area.
 - d. Soils and other natural resource information used. (Delineation of the project site on soil map is desirable.)
 - e. Land cover and use of area adjacent to the land disturbance.
 - f. All hydraulic and hydrologic data, describing existing and proposed watershed conditions and HEC1, HEC2, WSP2 and TR20 and other electronic input files, if used, of existing and proposed conditions and a completed copy of the Hydraulic and Hydrologic Data Base Summary Form, SSCC 251 HDF1.
2. ^{One} ~~Five~~ copies of the soil erosion and sediment control plan at the same scale* as the site plan submitted to the municipality or other land use approval agency to include the following: (This information shall be detailed on the plat)
 - a. Proposed sequence of development including duration of each phase in the sequence.
 - b. Site grading plan showing delineation of land areas to be disturbed including proposed cut and fill areas together with existing and proposed profiles of these areas.
 - c. Contours at a two* foot interval, showing present and proposed ground elevation.
 - d. Locations of all streams and existing and proposed drains and culverts.
 - e. Stability analysis of areas below all points of stormwater discharge which demonstrates a stable condition will exist or there will be no degradation of the existing condition.
 - f. Location and detail of all proposed erosion and sediment control structures including profiles, cross sections, appropriate notes, and supporting computations.
 - g. Location and detail of all proposed nonstructural methods of soil stabilization including types and rates of lime, fertilizer, seed, and mulch to be applied.
 - h. Control measures for non-growing season stabilization of exposed areas where the establishment of vegetation is planned as the final control measure.
 - i. For residential development - control measures to apply to dwelling construction on individual lots and notation that such control measures shall apply to subsequent owners if title is conveyed. This notation shall be shown on the final plat.
 - j. Plans with a notation for maintenance of permanent soil erosion and sediment control measures and facilities during and after construction, also indicating who shall have responsibility for such maintenance.
3. Appropriate fees. (As adopted by the individual district.)
4. Additional items as may be required.

*Individual districts may require modifications in the above list.

An application for certification of a soil erosion and sediment control plan shall include the following items.

1. One copy of the complete subdivision, site plan or construction permit application, including key map as submitted to the municipality (Architectural drawings and building plans and specifications not required.) which includes the following:
 - a. Location of present and proposed drains and culverts with their discharge capacities and velocities and support computations and identification of conditions below outlets.
 - b. Delineation of any area subject to flooding from the 100-year storm in compliance with the Flood Plains Act (NJSA 58:16A) or applicable or applicable municipal zoning.
 - c. Delineating of streams, wetlands, pursuant to NJSA 13:9B and other significant natural features within the project area.
 - d. Soils and other natural resource information used. (Delineation of the project site on soil map is desirable.)
 - e. Land cover and use of area adjacent to the land disturbance.
 - f. All hydraulic and hydrologic data, describing existing and proposed watershed conditions and HEC1, HEC2, WSP2 and TR20 and other electronic input files, if used, of existing and proposed conditions and a completed copy of the Hydraulic and Hydrologic Data Base Summary Form, SSCC 251 HDF1.
2. ~~Five~~ ^{One} copies of the soil erosion and sediment control plan at the same scale* as the site plan submitted to the municipality or other land use approval agency to include the following: (This information shall be detailed on the plat)
 - a. Proposed sequence of development including duration of each phase in the sequence.
 - b. Site grading plan showing delineation of land areas to be disturbed including proposed cut and fill areas together with existing and proposed profiles of these areas.
 - c. Contours at a two* foot interval, showing present and proposed ground elevation.
 - d. Locations of all streams and existing and proposed drains and culverts.
 - e. Stability analysis of areas below all points of stormwater discharge which demonstrates a stable condition will exist or there will be no degradation of the existing condition.
 - f. Location and detail of all proposed erosion and sediment control structures including profiles, cross sections, appropriate notes, and supporting computations.
 - g. Location and detail of all proposed nonstructural methods of soil stabilization including types and rates of lime, fertilizer, seed, and mulch to be applied.
 - h. Control measures for non-growing season stabilization of exposed areas where the establishment of vegetation is planned as the final control measure.
 - i. For residential development - control measures to apply to dwelling construction on individual lots and notation that such control measures shall apply to subsequent owners if title is conveyed. This notation shall be shown on the final plat.
 - j. Plans with a notation for maintenance of permanent soil erosion and sediment control measures and facilities during and after construction, also indicating who shall have responsibility for such maintenance.
3. Appropriate fees. (As adopted by the individual district.)
4. Additional items as may be required.

*Individual districts may require modifications in the above list.

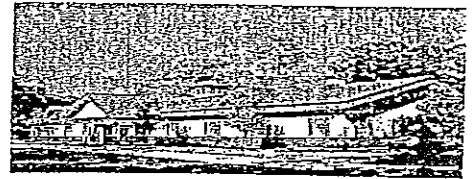
HUNTERDON COUNTY SOIL CONSERVATION DISTRICT

687 PITTSTOWN ROAD, SUITE #1

FRENCHTOWN, NJ 08825

TEL (908) 788-9466

FAX (908) 788-0795



Affidavit of Ownership

I hereby certify that I am the record owner of the property located in

_____ (Town, Township, Borough), New Jersey and

designated as Block(s) _____, Lot(s) _____ on the Tax Map of that

Town/Township/Borough. As owner of the property shown on this plan, permission is

hereby granted to _____ (Name of person making application)

to file an Application for Soil Erosion and Sediment Control Plan Certification and any and

all action with respect to this application.

Signature of Owner

Date

Print name and mailing address of person signing above:

HUNTERDON COUNTY SOIL CONSERVATION DISTRICT

687 Pittstown Road, Suite #1, Frenchtown, NJ 08825

Phone: 908-788-9466

SOIL EROSION AND SEDIMENT CONTROL ACT

NEW JERSEY CHAPTER 251, P.L. 1975

FEE SCHEDULE

A. SINGLE-FAMILY/SINGLE-FAMILY SUBDIVISION (detached single-family on a single lot)

Review & Certification Fee	PLUS	Inspection Fee
1 - 3 lots = \$ 400.00	+	\$375.00/lot
4 - 8 lots = \$ 800.00	+	\$375.00/lot
9 - 15 lots = \$1,000.00	+	\$375.00/lot
16 - 25 lots = \$1,350.00	+	\$275.00/lot
26 - 50 lots = \$1,500.00	+	\$275.00/lot
51 - 75 lots = \$2,000.00	+	\$175.00/lot
76 plus lots = \$2,500.00	+	\$175.00/lot
+ plus \$35/lot for each lot over 75		

B. SITE PLANS (commercial, industrial, parking lots, pipelines, utilities, roads, public facilities, detention/retention structures, land grading, excavations, filling, landfills and demolitions)

Review & Certification Fee	PLUS	Inspection Fee
Disturbed acreage: rounded to the nearest full acre of disturbance		
5,000 sq. ft. to 2 ac. \$ 550.00	+	\$400.00/ac.
3 ac. - 5 ac. \$ 800.00	+	\$400.00/ac.
6 ac. - 10 ac. \$1,000.00	+	\$300.00/ac.
11 ac. - 20 ac. \$1,350.00	+	\$300.00/ac.
21 ac. - 50 ac. \$1,500.00	+	\$200.00/ac.
51 ac. - 75 ac. \$2,000.00	+	\$200.00/ac.
76 plus acres \$2,500.00	+	\$200.00/ac.
+ plus \$35/ac. for each acre over 75		

C. MULTI-FAMILY/MULTI-UNIT (apartments, condominiums, building complexes, townhouses, etc.)

Review & Certification Fee	PLUS	Inspection Fee
Disturbed acreage: rounded to the nearest full acre of disturbance		
5,000 sq. ft. to 1 ac. \$ 550.00	+	\$400.00
2 ac. - 5 ac. \$ 800.00	+	\$400.00/ac.
6 ac. - 10 ac. \$1,000.00	+	\$400.00/ac.
11 ac. - 20 ac. \$1,350.00	+	\$400.00/ac.
21 ac. - 50 ac. \$1,500.00	+	\$300.00/ac.
51 ac. - 75 ac. \$2,000.00	+	\$300.00/ac.
76 plus acres \$2,500.00	+	\$300.00/ac.
+ plus \$35/ac. for each acre over 75		

NOTE: If a project is a combination of single family, site plan, and/or multi-family, the fee is to be calculated using each applicable category. All Fees (review, certification, inspection, and final compliance) are payable in full at the time of application.

Effective 1-14-08

OVER =>

D. RETURN CHECK FEE:

A \$35.00 fee will be charged for any check that fails to properly clear through the bank. No further approvals, inspections, or other work shall continue on the project until the fee is fully paid.

E. CERTIFICATION OF MAJOR REVISIONS:

Submit the Review and Certification Fee from front page of this fee schedule (whichever category is applicable).

F. ANNUAL REVIEW OF MINING & QUARRYING OPERATION:

For plan review and certification of minor changes to the certified plan, where needed, and site inspection of mining and quarrying activities which are required by municipal ordinance to receive an annual mining or quarrying permit renewal. The Annual Fee is \$385.

G. NON-COMPLIANCE FEE:

An additional fee of \$125 per inspection will be assessed on those sites where additional inspections are required as a result of non-compliance with the approved plan. This also includes projects that have not informed the District of project start or for each additional inspection after a requested Report of Compliance inspection has been performed.

No Report of Compliance will be issued until all non-compliance fees assessed by the District are paid in full. Any existing balance (excess) of inspection fees will be credited against non-compliance fees due. In the event imposition of these fees is necessary, the applicant will be notified immediately.

H. PERIODIC FEE/COST ANALYSIS:

The District will evaluate all projects periodically to determine if the District costs for review and inspection have exceeded the original fee. An additional fee will be based on uncompleted portion(s) of the project. If the original fee has been utilized or if it is not in concurrence with the present fee schedule, the applicant will be notified immediately that additional fees will be assessed as they relate to the additional services provided. This fee, based on the District costs to complete review and/or inspections (as per this fee schedule), is payable immediately upon receipt and prior to issuance of a Report of Compliance and/or any further approvals. If the fee is not received within a 30-day period, the project will be placed under a Stop Construction Order and/or the District's certification of the project will be expired depending on time period. A fee of \$132 per hour will be assessed for review work and \$122 for each additional inspection. The District, upon request, will provide the basis for when the fees have been consumed. NOTE: Above rates will be utilized for projects requesting pre-application assistance and/or waivers.

J. RECERTIFICATION OF MINOR REVISIONS AND/OR RESUBMISSION FEE FOR PLANS WITHDRAWN OR DENIED:

A fee of \$270 shall be assessed for review and certification of minor changes to a certified plan or for minor changes to a plan previously withdrawn or denied. A revision fee of \$270 per lot shall be assessed for each individual lot Soil Erosion & Sediment Control/Grading Plan certification.

K. STOP CONSTRUCTION ORDER REIMBURSEMENT COST FEES:

In the event that the District must issue a Stop Construction Order during construction of the project, an additional fee to cover the reimbursement of legal, administrative and certification/inspection costs shall be charged to the owner/applicant. Such fees will be based upon current net hourly salary rates of applicable District officials and are calculated on the number of hours expended on the project in addition to any legal fees starting with the date the violation occurs. "Net" hourly salary means actual costs to the District and does not include public funds. All fees must be paid to the District within ten days of the rescission of the Stop Construction Order or the Stop Construction Order will be reinstated. The applicant will be notified of the cost in a letter from the District. Upon request, an itemized breakdown of District expenses will be furnished.

In the event of a violation of the requirements of the Soil Erosion and Sediment Control act, including but not limited to failure to submit a plan or failure to comply with the provisions of a certified plan, additional fees will be assessed by the District for additional costs incurred and shall be paid by the applicant prior to the issuance of a Report of Compliance for the project. Such costs shall include any legal and administrative costs incurred by the District for such enforcement action.

MUNICIPALITY: _____
 BLOCK: _____
 LOT: _____

DEVELOPMENT REVIEW CHECKLIST

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** (cash, check, or money order payable to the 'County of Hunterdon')
 - Minor Subdivision: \$85
 - Sketch Plan: No Fee
 - Preliminary Subdivision: \$100 plus \$5 per new lot
 - Final Subdivision: \$50 Plus \$10.00/ lot
 - Residential Site Plan: \$100 plus \$15 per proposed dwelling unit
 - Nonresidential Site Plan: \$75 plus \$5 per 1,000 sq. feet of proposed gross floor area
- ☐ 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

An additional Application Fee is not required for revised plans.

Adopted May 9, 2000 Effective May 29, 2000

MUNICIPALITY: _____
 BLOCK: _____
 LOT: _____

DATE SUBMISSION RECEIVED: _____
 (HCPB Date Stamp)

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

For Office Use Only

DATE SUBMISSION ACCEPTED: _____
 HCPB APPLICATION NUMBER: _____
 HCE FILE NUMBER: _____

TYPE OF APPLICATION

SITE PLAN

Residential: _____

Non-Residential: _____

SUBDIVISION

Minor: _____ Preliminary: _____

Sketch: _____ Final: _____

PROJECT NAME:

Brief Description: _____

APPLICANT:*

Address: _____

Contact Person: _____

Telephone Number: () _____

PROPERTY OWNER:*

Address: _____

Telephone Number: () _____

ATTORNEY:

Address: _____

Telephone Number: () _____

ENGINEER:

Address: _____

Telephone Number: () _____

SUBDIVISION INFORMATION ONLY

NO. OF NEW LOTS PROPOSED: _____
 ACREAGE OF LANDS REMAINING: _____
 ACREAGE OF ENTIRE TRACT: _____

COUNTY ROUTE NUMBER: _____

(ONLY if applicable)

APPLICATION FEE: _____

SITE PLAN INFORMATION ONLY

NON-RESIDENTIAL

PROPOSED GROSS FLOOR AREA: (SF) _____
 BUILDING FOOTPRINT: (SF) _____
 IMPERVIOUS SURFACE: (SF) _____
 NO. OF NEW EMPLOYEES: _____
 NO. OF NEW PARKING SPACES: _____
 ACREAGE OF TRACT: _____

RESIDENTIAL

NO. OF PROPOSED DWELLING UNITS: _____
 IMPERVIOUS SURFACE: (SF) _____
 ACREAGE OF TRACT: _____
 COUNTY ROUTE NUMBER: _____
 (ONLY if applicable)
 APPLICATION FEE: _____

COUNTY ROUTE NUMBER: _____

(ONLY if applicable)

APPLICATION FEE: _____

If applicant/property owner is a corporation or partnership, please also complete proper section on page 3 of application.

A corporation or partnership applying to the Hunterdon County Planning Board shall list the names and addresses of all stockholders or individual partners owning at least 10% of its stock or any partnership owning 10% or more of the stock of a corporation, or 10% or greater interest in a partnership, that corporation or partnership shall list the names and addresses of its stockholders holding 10% or more of its stock or greater interest in the partnership, as the case may be. This requirement shall be followed by every corporate stockholder or partner in a partnership until the names and addresses of the noncorporate stockholders and individual partners, exceeding the 10% ownership criterion, have been listed.

If the owners of land upon which an application has been submitted are either a corporation or partnership, the same disclosure requirements shall apply. (additional sheets may be attached)

Application: _____

Listed below are the names and addresses of individuals meeting the reporting requirements described above:
(please print or type)

Name: _____ Address: _____

[illegible]

Land Owner: _____

Listed below are the names and addresses of individuals meeting the reporting requirements described above:
(please print or type)

Name: _____ Address: _____

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper appears slightly aged or off-white. There is no handwriting or other markings on the page.