

TOWN OF CLINTON

INCORPORATED APRIL 5, 1865
43 Leigh St., P.O. Box 5194
Clinton, N.J. 08809-5194
(908) 735-8616 FAX (908) 735-8082

PLEASE NOTE:

If you do not wish to encounter delays in the processing of your application, please be sure it is filed in strict accordance with Chapter 88 of the General Ordinances of The Town of Clinton.

YOUR APPLICATION WILL BE PROCESSED IN THE FOLLOWING MANNER:

- 1). The application must be filed at least 21 days prior to the next regular scheduled Land Use Board Board Meeting which is the first Tuesday of each month.
- 2). The subcommittee will review the application for completeness prior to the regular meeting.
- **3).** At the regular meeting the board will decide if the application is complete and ready to be processed further.
 - If **incomplete** the application and filing fee will be returned to the applicant for refilling.
 - If complete the application will be forwarded to the various reviewing agencies who will review the application for compliance with the ordinance.
 - The board shall set the hearing date for the application at this time.
- **4).** After review by the agencies (30 days for subdivisions of 10 lots or less or site plans of 10 acres or less and 60 days for subdivisions of more than 10 lots or site plans of more than 10 acres) the Land Use Board at the hearing shall act upon the application based upon the agencies reports, comments from the applicant and comments from the public.
- 5). Applications found not to be in accordance with the Ordinance will be denied. It is not the board's intent to grant conditional approvals.

FINAL SITE PLAN APPLICATION TOWN OF CLINTON

Must be with the Secretary of the Land Use Board along with 20 copies of the Final Site 21 calendar days prior to the regular meeting of the Board.

App	olication #	Date Filed	Fee Collected \$
		DO NOT WRITE ABOVE TH	IS LINE
Pl€	ease print or type	Attorney Identification	#
1.	Applicant		Phone No.
	Address		
2.	Owner (if other t	han above)	
۷,	Name	Hair above)	
	Address		
3.	Interest of appli	cant if other than owner	
4.	to file this appli and that it is rec Office in Book	I (We) hereby authorizecation and state that I (We) corded in the Hunterdon Cou	We) own the property and that inty Clerk's
5.	Site Plan Drawn B	У	Phone No.
	Address		Profession
			License No.
6.	Architectural Pla	n Drawn by	
	Address		License No
7.		an agree with preliminary si ls? If not, describe change	ite plan as approved by the Land Use Boar es

8. Have required improvements been installed?

9.	Has performance guarantee for remaining improvements	been filed?
10.	Has Town Engineer approved installations?	
11.	Has developer's agreement been executed?	
12.	The applicant does () does not () hereby grant an e	xtension of time from the
	date within which the Board must act on this applica	tion for a period of
	days (), unlimited ().	
Signat	ture of Applicant	Date
	DATE	
BOARD	ACTION	
APPROV	VED	
CONDIT	FIONS	
	-	
DENIEI		
CHAIRN	MAN	DATE
SECRET	ΓARY	DATE

Appl	icant	Nam	e:						TO BE C	OMPLETI	ED BY T	HE TOWN	OF CLINTO	N	
	icant														
	icant			O.:					Application No.:			Application	n Fee Paid:		
	icant		il:												
	er Na								Application Received:			Escrow Fe	e Paid:		
	er Ac		S:												
Proje	ect Na	ame:								YPE OF A	PPLICA	TION BEIN	ig submitt	ED	
Bloc	k:				L	ot(s)	:		VARIANCE 40:55D.70 S	SITE PLAN			SUBDIVS	ON	
Tax	Map :	Stree	t						(a) (b) (c) (d) Minor	Prelim. Major	Final Major	Minor	Prelim Major	Fir Ma	
	cklist ature				(Nar	ne of	App	plica	nt or Agent):				ubmitted: \$ ubmitted: \$		
-	arian :55D		Sit	e PI	an	Sub	divi	sion	All applications must be submitted to the Administrative Officer of the Planning/Zoning Board at least THREE (3) WEEKS prior to the regularly scheduled Board Meeting.		OMPLET APPLICA		TO BE COM	IPLETED OWN	ву тн
(a) (b)	(c)	(b)	Minor	Major Prelim	Major Final	Minor	Major Prelim	Major Final	✓ REQUIRED DOCUMENTS (TO BE SUBMITTED WITH APPLICATION)	PROVIDED	N/A	WAIVER REQUESTED	PROVIDED Y/N	REQUEST WAIVER	WAIVER
✓	✓	✓	✓	✓	✓	✓	✓	✓	A. Application and escrow fee with separate computation calculation.						
✓	✓	✓	✓	✓	✓	✓	✓	✓	B. Four (4) copies of the completed application form. Four (4) copies of completed checklist.						
✓	✓	✓	✓	✓	✓	✓	✓	✓	C. Applicant's Disclosure Statement if filed as a corporation.						
		✓	√	✓	✓	✓	✓		D. A list identifying specific variances. Include narrative explanation outlining the basis for the requested relief.						
									E. Certification from the Town of Clinton Water and Sewer Departments, that sewer charges,						
	✓	✓	✓	✓	✓	✓	✓	✓	and/or late fees, interest and other assessments are paid to-date.						
✓	✓	✓		✓			✓		F. Certified list of property owners within 200'.						
	✓	✓	✓	✓		✓	✓		G. Signed escrow agreement.						
									H. Certification and Will Serve letters from the Town of Clinton Water Sewer Department that						1
									the water and sewer systems possess sufficient uncommitted capacity to accommodate the						
		✓	✓	✓		✓	✓		proposed development.						
		✓	✓	✓	✓	√	✓		I. Provide Will Serve and Review letters from Town of Clinton Fire and Rescue Companies.						
	•		•		_		•			4					

	ariano :55D.		Sit	te P	lan	Sub	divi	sion	All applications must be submitted to the Administrative Officer of the Planning/Zoning Board at least THREE (3) WEEKS prior to the regularly scheduled Board Meeting.		OMPLETI APPLICAN		TO BE COM	PLETED OWN	BY THE
(a) (b)	(c)	(p)	Minor	Major Prelim	Major Final	Minor	Major Prelim	Major Final	✓ REQUIRED DOCUMENTS (TO BE SUBMITTED WITH APPLICATION)	PROVIDED	N/A	WAIVER REQUESTED	PROVIDED Y/N	REQUEST WAIVER	WAIVER GRANTED
			√	√		✓	√		J. Provide Will Serve letter for Public Utilities including JCP&L and Elizabethtown Gas Company.			-		-	
√	√	√	✓	✓		√	✓		K. Four (4) copies of existing Title Search identifying any protective covenants or deed restrictions applying to the land being subdivided or developed along with a copy of the deed(s) of record.						
						√			L. Four (4) copies of all deeds with Metes and Bounds description for proposed lots including remaining land use parcel.						
			✓		√	✓			M. Four (4) copies of all deeds with Metes and Bounds description for proposed easement dedications including dedication of addition road right-of-way.						
✓	√	√	✓	✓		✓	√		N. Certification from Owner that: 1) the property in question has not been part of a prior Land Use Application or 2) provides list with dates of all prior applications.						
									O. Completed application with appropriate fees and required information submitted directly to these Agencies with copies provided to the TOWN for verification of these submissions.						
		✓	✓	✓	✓	\	✓	✓	1. Hunterdon County Planning Board						
				✓			✓		2. Hunterdon County Soil Conservation District						
			✓	✓		✓	✓		3. Hunterdon County Department of Health						
✓	√	√	✓	✓	✓	√	✓	✓	P. Certification from the Town of Clinton Tax Collector that all taxes and assessments on the property are paid.						
			✓	✓		√	✓		Q. Report prepared and certified by a Professional Engineer documenting (utilizing NJDEP forms) the result of all attempted soil permeability tests and soil logs conducted on the property in question.						
						√	✓		R. Written verification of proposed tax lot numbers as obtained from the Town of ClintonTax Assessor.						
			✓	√		✓	√		S. Four (4) copies and a digital copy of drainage calculations analyzing existing and proposed condition required to comply with Town's Stormwater Ordinance.						
			√	√		✓	✓		T. Four (4) copies and a digital copy of flood hazard calculation with cross sections of existing stream if applicant is not relying upon published survey of flood hazard delineation.						
		√		√			√		U. Four (4) copies and a digital copy of the Environmental Impact Statement/Natural Resource Inventory (reference ordinance requirement under Chapter 88). Reference Town of Clinton Environmental Resource Inventory.						

	ariano 55D.		Sit	te Pl	an	Sub	odivi	sion	All applications must be submitted to the Administrative Officer of the Planning/Zoning Board at least THREE (3) WEEKS prior to the regularly scheduled Board Meeting.		OMPLETI APPLICAN		TO BE COM	IPLETED I	BY THE
(a) (b)	(c)	(d)	Minor	Major Prelim	Major Final	Minor	Major Prelim	Major Final	✓ REQUIRED DOCUMENTS (TO BE SUBMITTED WITH APPLICATION)	PROVIDED	N/A	WAIVER REQUESTED	PROVIDED Y/N	REQUEST WAIVER	WAIVER GRANTED
		✓		√		√	✓		V. Four (4) copies and a digital copy of the Wetlands report prepared by a Professional Wetlands Consultant pursuant to the NJ Wetlands Protection Act.						
	√	✓	√	✓		√	✓		W. Valid LOI issued by the NJDEP for entire project or FOD LOI issued by the NJDEP for area of proposed development. Board will consider a request for waiver if sufficient evidence is presented to determine that there is no impact on any wetland area.						
✓	√	√	√	√	✓	✓	✓		X. Written statement submitted by applicant identifying request for waiver of any checklist requirement (if any).						
✓	√	✓	✓	✓	✓	√	✓		Y. Properties located in the designated Carbonate Drainage Area or Carbonate Rock District (referenced ordinance requirements under Chapter 88.64) shall undertake a geologic investigation assessment and submit Four (4) copies and a digital copy of a Phase 1 Checklist.						

	ariano):55D.		Sit	e Pl	an	Sub	divi	sion	All applications must be submitted to the Administrative Officer of the Planning/Zoning Board at least THREE (3) WEEKS prior to the regularly scheduled Board Meeting.		OMPLETI APPLICAI		TO BE COM	PLETED OWN	BY THE
(a) (b)	(2)	(p)	Minor	Major Prelim	Major Final	Minor	Major Prelim	Major Final	✓ REQUIRED DOCUMENTS (TO BE PROVIDED ON PLANS)	PROVIDED	N/A	WAIVER REQUESTED	PROVIDED Y/N	REQUEST WAIVER	WAIVER GRANTED
	✓	✓	✓	√	✓	√	✓	✓	1. Eighteen (18) copies and a digital copy of all plans. Documents properly certified and sealed by the appropriate N.J. Licensed professional persons (P.E., P.L.S., P.P., C.L.A., R.A.)						
	✓	✓	✓	✓	✓	\checkmark	✓	✓	2. Name and address of the owner, application and preparer of plans.						
									3. Names of all current property owners within 200' of the property and identify source						
	✓	✓		✓			✓		information.						
					1		1 .	1 .	4. Plans must identify the following:						
	√	√	✓	√	✓	✓	√	√	a. Name of Development.						
	✓	✓	✓	✓	✓	✓	✓	✓	b. Total area of development property in acres and square feet.						
	√	✓	✓	✓	✓	✓	✓	✓	c. Date of original preparation and all revisions.						
	✓	✓	✓	✓	✓	✓	✓	✓	d. North arrow and reference meridian.						
	✓	✓	✓	✓	✓	✓	✓	✓	e. Graphic and written scale.						
		✓	✓	✓		✓	✓		f. Number of proposed lots or size of building.						
	✓	✓	✓	✓	✓	✓	✓	✓	g. Tract zone and schedule of existing zoning criteria and proposed conditions.						
	✓	✓	✓	✓	✓	✓	✓	✓	h. Tax map sheet, block and lot numbers.						
			✓	✓			✓		i. Reference bench mark identified and shown.						
	✓	✓	✓	✓	✓	✓	✓	✓	j. Name of the firms and person preparing plans.						
									5. Certification of owner noted on the plans (if other than the applicant) as follows: "I certify that I am the owner of this property and consent to the filing of this application".						
	✓	✓	✓	✓	✓	\checkmark	✓	✓	Owner Signature Date						
	✓	✓	✓	✓	✓	✓	✓	✓	6. Review block for signature of Town Engineer, Board Secretary and Chairperson.						
			✓	✓		✓	✓	✓	7. Required Hunterdon County Signature Block in accordance to their regulations.						
									8. Map drawn at scale of not less than (1"=as noted) sheet size of 18"x24", 24"x36" or						
	30'	30'	30'	30'	30'	50'	50'	50'	30"x42". All plans must be folded with the title block, date and revision date showing.						
1									9. Key map drawn at a scale of not less than 400' showing the development and surrounding						
									properties with 1000' radius including zoning boundaries and traffic circulation elements from						
	✓	✓		✓	✓	✓	✓		Master Plan.						
				, ,				1	10. Existing Topography shown as follows:						
	✓	✓				✓			a. Contours at 5' intervals. Interpolated for USC and GS Map for entire tract.						
									b. Contours at 2' intervals for area of proposed lots or proposed development (verified						
			✓						in field).						

	ariano :55D.		Sit	e Pl	an	Sub	odivi	sion	All applications must be submitted to the Administrative Officer of the Planning/Zoning Board at least THREE (3) WEEKS prior to the regularly scheduled Board Meeting.		OMPLETI APPLICAI		TO BE COM	PLETED	BY THE
(a) (b)	(2)	(p)	Minor	Major Prelim	Major Final	Minor	Major Prelim	Major Final	✓ REQUIRED DOCUMENTS (TO BE PROVIDED ON PLANS)	PROVIDED	N/A	WAIVER REQUESTED	PROVIDED Y/N	REQUEST WAIVER	WAIVER GRANTED
				✓	✓		✓		c. Contours at 2' intervals for entire tract (verified in field).						
				✓	✓		✓		d. All elevations based on NAVD 88.						
									11. Plans showing existing and proposed streets including:						
				✓	✓	✓	✓		a. Field cross-sections at 50' intervals drawn at a scale of 1"=5' vertical; 1"-1'-horizontal.						
				✓	✓	√	✓		b. Centerline plan and profiles drawn at a scale of 1"=50' horizontal; 1"=5" vertical based upon field survey data. Corresponding Plan and Profile information must be shown on the same sheet.						
				√	√	√	✓	✓	 c. Centerline curve data including central angle, tangent distance, radius, arc length, chord distance and chord bearing. 						
		√							12. Existing property lines showing bearings, distanced and radius with indication of source data and approximate dimensions of proposed lot lines. Based upon deed plotting.						
	✓		√	~	✓	✓	✓	✓	13. Existing and proposed lot boundary and easement information shown based on NAD 83 with accurate bearing and distance to the nearest 1/100th ft. prepared by a licensed surveyor. All curves shall show radius, arc length, chord bearings and distance, tangent and center angle.						
		√							14. Approximate net and gross lot areas to the nearest 1/10 acre.						
	✓	√	√	✓	✓	✓	√	√	15. Net/gross lot areas for existing and proposed lots calculated in sq.ft and 1/1000 acre.						
			✓	√	√	√	✓		ŭ , i ,						
	✓	✓	✓	✓	✓	✓	✓		17. Location of existing wells and septic systems on site and within 100' of property.						
									18. Location of all man-made and natural features including but not limited to: list historic buildings within 200', dedicated open space, culverts, structures, drain pipes, water courses, railroads, bridges, wooded areas, rock outcrops, underground storage tanks, fences, wetlands (specific source and notation if there are any wetlands present), swamps, buildings,						
-		✓	✓	✓	✓	✓	✓		streets, drainage right-of-way and easements.						
		✓	✓			✓			19. Plan drawings of all existing and concept of all proposed drainage and utility layouts.						
				✓	✓		✓		20. Plan and profile drawings of all existing and proposed drainage and utility layouts, drawn at a scale of 1"=50' vertical.						
				√	√		✓		21. Plan drawings of all existing and proposed public water if applicable OR show proposed well location with geologist report verifying a sufficient supply of available potable water.						

-	riano 55D.		Sit	te Pl	lan	Sub	odivi	sion	All applications must be submitted to the Administrative Officer of the Planning/Zoning Board at least THREE (3) WEEKS prior to the regularly scheduled Board Meeting.		OMPLETI APPLICAN		TO BE COM	PLETED OWN	BY THE
(a) (b)	(c)	(p)	Minor	Major Prelim	Major Final	Minor	Major Prelim	Major Final	✓ REQUIRED DOCUMENTS (TO BE PROVIDED ON PLANS)	PROVIDED	N/A	WAIVER REQUESTED	PROVIDED Y/N	REQUEST WAIVER	WAIVER GRANTED
				✓	✓		✓		22. Plan and Profile drawings of all existing and proposed storm sewer including drainage swales.						
				✓	✓		✓		23. Plan drawings of all existing and proposed gas services.						
				✓	✓		✓		24. Plan drawings of all existing electric service with proposed underground service.						
			√	✓	✓	✓	✓		25. Locations of all attempted percolation and soil log data certified by a licensed Professional Engineer. "Corresponding to submission Item R."						
									26. Location of any flood hazard areas with delineation and elevation of 100-year flood						
	✓	✓	✓	✓	✓	✓	✓	✓	boundary. Include noted source of flood plain delineation documentation.						
								1	27. Detailed Landscaping plan indicating:						
	✓		✓	✓			✓		a. Existing trees which will remain or be removed including tree preservation details.						
									b. Proposed landscaping including location, botanical name, common names, size,						
									quantity, planting and staking/guying details, mulched areas specifying type thickness						
			,	_	_		Ι,		and edge of mulched area. Specify whether plants are container grown, balled and						
			✓	✓	✓		✓	-	burlapped (B&B) or bare root (BR).						
	✓		✓	✓	✓	✓	✓		 c. Landscaping plan for street shade trees noting location, material type and sizes, planting details and tree preservation details. 						
						✓			28. Plans meets requirements of Map Filing Law if map rather than deeds are to be filed with						
						v			the Hunterdon County Clerk's office.						
								./	29. Certification as indicated in the Map Filing Law. Plan meets requirements of the Map Filing Law with all required certifications included.						
							-	\ <u> </u>	30. Appropriate details to TOWN, County and State Standards including, but not limited to:						
			√	✓	✓			./	sidewalks, curbs, paving, street signs, drainage, etc.						
			<u> </u>	ř	•		Ť	Ť	31. Soil erosion and sediment control plans. If more than 5,000 s.f. of disturbance is						
									proposed as part of this application, show soil types and boundaries pursuant to Hunterdon						
									County Soil Survey, including analysis for development capability and information concerning						
				✓	✓	✓	✓		fill material for any filled soil area.						
									32. Plan indicating location and complete purpose of restrictions of any easement or land						
	✓	✓	✓	✓	✓	✓	✓	✓	reserved for any use.						
									33. Stormwater Management Plans and Watershed Maps. Corresponding to submission						
			✓	✓	✓	✓	✓		Item T.						

	arian		Sit	e Pl	lan	Sub	divi	sion	All applications must be submitted to the Administrative Officer of the Planning/Zoning Board at least THREE (3) WEEKS prior to the regularly scheduled Board Meeting.		OMPLETI APPLICAI		TO BE COM	PLETED I	BY THE
(a) (b)	(၁)	(p)	Minor	Major Prelim	Major Final	Minor	Major Prelim	Major Final	✓ REQUIRED DOCUMENTS (TO BE PROVIDED ON PLANS)	PROVIDED	N/A	WAIVER REQUESTED	PROVIDED Y/N	REQUEST WAIVER	WAIVER GRANTED
	_					_			34. Plan drawn from actual boundary survey of property and certified as being accurate and						
	✓		✓	✓	✓	✓	✓	✓	true by a licensed New Jersey Land Surveyor.						
			_				_		35. Proposed grading plan including finished floor elevations, elevations at corners of building						
			√	✓	√		√		and paved areas. All proposed grading shown using 2" contour intervals.						
			✓	✓	V		√		36. Locations, size and details of all existing and proposed signs.						
			~	~	v		✓		37. Lighting plans, including location, type, wattage, height pattern and floor candles.						
									38. Architectural Plans should include preliminary floor plans and elevations of each new altered building, façade and height of proposed structure. Also indicated existing/proposed						
	./	./	./	✓	./				building square footage.						
	V	•	v	v	v	<u> </u>			39. Parking and Loading:						
	I		<u> </u>			1		<u> </u>	a. Specifications and location of proposed surface paving and curbing, including						
			✓	1	✓				streets.						
			√	√	√				b. Location capacity and dimensions of existing and proposed off-street parking and loading areas including documentation of ADA compliance for handicap stalls and						
			~	~	~				accessible route.						
			1	✓	/				c. Calculations of the number of parking spaces required by the Ordinance for						
			∨	∨	·/				standard and ADA parking. d. Aisle widths.						
			· ✓	·	· •				e. Entrance and exit arrangement.						
			·	· ✓	· ✓		√		f. Details of traffic control devices with direction of traffic flow.						
			√	√	√		√		g. Location of fire lanes and other parking restrictions.						
									40. Location of solid waste storage, screening and means of disposal including amount of						
			✓	✓	✓				pick up per week and recycling facilities.						
									41. Calculation location, identifications of proposed open spaces, parks and other recreational						
				✓	✓		✓		areas.						
		✓	✓	✓	✓	✓	✓		42. Land reserved or dedicated to public use.						
						✓	✓	✓	43. Indicate total number of lots, area of entire tract and area of roads.						
									44. Identify location and description of all physical survey evidence as found in the field,						
						./	./	./	including encroachments, must be noted. Provide a legend indicating monuments found and						
<u> </u>		•		•		٧	v	•	to be set.				l		

1	arianc 55D.		Sit	te Pl	an	Sub	divi	sion	All applications must be submitted to the Administrative Officer of the Planning/Zoning Board at least THREE (3) WEEKS prior to the regularly scheduled Board Meeting.		OMPLETI		TO BE COM	PLETED OWN	BY THE
(a) (b)	(c)	(d)	Minor	Major Prelim	Major Final	Minor	Major Prelim	Major Final	✓ REQUIRED DOCUMENTS (TO BE PROVIDED ON PLANS)	PROVIDED	N/A	WAIVER REQUESTED	PROVIDED Y/N	REQUEST WAIVER	WAIVER GRANTED
				✓		✓	✓	✓	45. Plan to include all documents as required by Hunterdon County Planning Board.						
		·							46. Four (4) signed and sealed sets and a digital copy of as-built plans and profiles of all						
					✓			✓	roads, utilities and Stormwater facilities.						
Appli Date:		n dee	eme	d inc	om	plete	for	note	d deficiencies under items	•			•		

Application deemed incomplete for i	noted defici	encies under items		•
Date:				
Date:	-			
Date:				
Application Deemed Complete:	Ву:		Date:	
		Site Plan Committee		

TOWN OF CLINTON LAND USE FEES

Informal Discussion (30 Minutes): \$100.00 Exemption from Site Plan: \$100.00

(use preliminary site plan application)

Minor Site Plan: \$150.00

Regulated Use Permit \$500.00 per lot plus\$100 per structure:

Special Meeting Fee: \$500.00

Subdivision (Land Only)

Minor Subdivision (Sketch Plat 1 Lot Only) \$150.00

Major Subdivision (Preliminary Plat 2+) \$500.00 plus \$100 per lot

Final Plat \$250.00 plus \$50 per lot

Amendment to Subdivision \$25% of original fee (\$100 min)

Preliminary Site Plan Applications:

Residential \$500.00 plus \$100 per lot

Garden Apts, Townhomes, Condos \$2,000.00 plus \$100 per unit

Industrial Development \$1,000 plus \$5 per 100SF of Bld

Commercial –C1 Zone \$350.00 plus \$5 per 100SF of Bld

Commercial- C2, C3, C4 Zone \$1,000.00 plus \$5 per 100 SF of Bld

OB1 & OB2 \$500 plus \$5 per 100 SF of Bld

OB3 & OB4 \$1,000 plus \$5 per 100 SF of Bld

Final Site Plan:

Residential & Commercial (phased) \$25% of Preliminary Fee
Residential & Commercial (not phased) \$25% of Preliminary Fee
Amendment to Site Plan \$25% of Preliminary Fee

VARIANCE FEES:

Sign Variance\$25.00Interpretation of Zoning Map or Regulations\$300.00Hardship Variance (40:44D-70C)\$100.00Use Variance (40:55D-70d)\$550.00Direction for Issuance of a permit for a\$550.00

Building or structure in the bed or mapped street Or public drainage way, flood control basin or Public area reserved on an official map

ALL APPLICANTS ARE REQUIRED TO ESTABLISH AN ESCROW ACCOUNT-EQUAL TO THE APPLICATION FEE -\$1,000.00 MINIMUM

Any Engineering and Professional services that exceed the escrow will be billed by the Town of Clinton to the applicant.

APPLICANT CONTACT INFORMATION:
Applicant phone number:
Applicant email:
Attorney:
Name & Address
Phone #:
Email:
Engineer:
Engineer: Name & Address:
-
Name & Address:
Name & Address: Phone #:
Name & Address: Phone #:
Name & Address: Phone #: Email:
Name & Address: Phone #: Email: Planner:

TOWN OF CLINTON COUNTY OF HUNTERDON

ESCROW AGREEMENT

THIS AGREEMENT made this day of, 20
between
hereinafter referred to as "Applicant"; and the Land Use Board and/or THE TOWN OF CLINTON, hereinafter referred to as the "Municipality".
WHEREAS, the. applicant is proceeding under the Development-Ordinances for approval of a subdivision and/or site plan and/or variance, on Block, Lot, Streetand

WHEREAS, the Applicant desires to establish an Escrow Account whereby work required to be performed by professionals employed by the Municipality, will be paid for by the Applicant as required under the provisions of the State Statute and Town Ordinances.

NOW THEREFORE, IT IS mutually agreed between parties that:

Section 1. Purposes.

The Municipality authorizes its professional staff to review, inspect, report, and study all plans, documents, statements, improvements, and provisions made by the Applicant relating to this development and conforming to the requirements of the Development Ordinances of the Town of Clinton and attend and participate in such meetings as part of a continuing review of the application. The Municipality directs its professional staff to make all oral and/or written reports and Resolutions to the Municipality 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 and professional fees incurred by the Municipality for the performance of the duties outlined above.

Section 2. Escrow Established.

The Applicant and the Municipality, in accordance with the provisions of this Agreement, hereby create an Escrow Account to be established with the Financial Officer of the Town of Clinton.

Section 3. Escrow Funded.

Applicant by execution of this Agreement, undertakes and shall pay to the Town, to be deposited with the Financial Officer referred to in Section 2 above, such sums as are required by its Escrow Ordinance. Execution of this Agreement by the Town, acknowledges receipt of the sums referred under this section.

Section 4. Increase in Escrow.

If during the existence of this Escrow Account, the funds held in Escrow shall be reduced to 35% of the initial deposit, the Applicant shall upon Notice from the Financial Officer, replenish such funds within 14 days of such Notice. Additionally, until such funds are fully replenished, no further consideration, review, processing or inspections shall be performed by or on behalf of the Municipality until the additional Escrow has been deposited.

	The	written	Notice	referred	to	in	this	Section	shall	be	sent t	0:
Name.								Address	:			

Receipt shall be presumed to have occurred three days after mailing of the Notice to the above address by regular mail. Notice required under this Section shall be given by the Administrative Officer of the Municipality.

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 service, shall submit vouchers conforming to the requirements established by the Town for vouchers of the type and kind referred to under this Section. 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. Municipality Review.

The Municipality shall review the vouchers submitted by the professionals and Upon making a determination that said services have been performed, the Municipality shall process and pay said vouchers in the same manner and under the same terms as are normally employed for vouchers submitted for work performed on behalf of the Town. At the conclusion of this processing, the amounts specified in said vouchers shall be deducted by the Financial Officer from the Escrow established pursuant to this Agreement.

Section 7. Applicant's Review.

The Applicant shall have the right to make periodic inspections of the records maintained by the Town to determine the status of the Escrow Account and vouchers charged against such account.

Section 8. Interest Allocations.

Any and all interest which results from or arises out of the deposit of the Escrow by the Town shall be disbursed in accordance with N.J.S.A 40:55D-53.1 (Deposits with Municipalities; Escrow; Interest.)

Section 9. Return of Escrow Balances.

Upon completion of the project and the payment of all outstanding bills for professional services on behalf of the Town, any remaining balances shall be returned to the applicant as follows:

-Minor Subdivision-upon filing of new Deeds;

-Major Subdivision-completion and acceptance by the Town of required improvements;

-Site Plan-issuance of a Certificate of Occupancy;

and then only after recommendation by the Land Use Board to the Town Council; and authorization of release of the funds by appropriate resolution of the Town Council.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the date first written' above.

Applicant Signature:	
Amount Received	_ Check #
Bank:	