

**BOROUGH OF FLORHAM PARK
PLANNING BOARD / ZONING BOARD OF ADJUSTMENT**

SITE PLAN APPLICATION

(for official use only)

APPLICATION #

(for official use only)

RECEIVED:

CHECK ONE

Preliminary only	☐
Final only	☐
Preliminary & Final	☐

CHECK ALL THAT APPLY

Amended	☐
Major	☐
Minor	☐

Name of proposed site: _____

1. Applicant's name: _____

Address: _____

Email: _____ Phone: _____

2. Name and address of owner of record *(if other than applicant)*:

Name: _____

Address: _____

3. Interest of applicant if other than owner: _____

4. Attorney Information:

Name: _____

Address: _____

Email: _____ Phone: _____

5. Engineer/Surveyor Information:

Name: _____

Profession: _____

Address: _____

Email: _____ Phone: _____

6. Architect Information:

Name: _____

Address: _____

Email: _____ Phone _____

7. Location of site _____
(street)

Block # Lot # Zone

8. Development plans:

a. General description of use _____

b. General description of buildings _____

c. Total site area _____ (acreage) _____ (square feet)

d. Building area _____ (square feet) _____ (percentage)

e. Improved lot coverage _____ (percentage)

f. Parking space # _____ Width _____ Length _____ Drive Aisle _____

g. Loading space # _____ Width _____ Length _____ Drive Aisle _____

h. Parking and paved area _____ (square feet) _____ (% of land coverage)

i. Open green area _____ (square feet) _____ (% of land coverage)

j. Buffer area coverage _____ (square feet) _____ (percentage)

k. Provide a separate narrative describing the nature and extent of the proposed development

l. List of variances necessary to use site as proposed (*attach as rider*)

9. Are there deed restrictions that apply or are contemplated? (*Yes or No*) _____

10. Owner interest in adjoining properties _____

11. List proposed improvements and utilities and intentions to install or post performance guarantee prior to final approval. (*attach as rider*)

12. List of site plans, maps and other material accompanying application, and describe them by name, date, and most recent revision date (*attach as rider*)

14. Total cost of building construction and site improvement \$ _____
(*provide affidavit of professional preparing site plan on costs*)

Required:

- Certification from Tax Collector that taxes are paid to date
- Written and notarized consent of owner if not the applicant
- Copy of all covenants, deed restrictions affecting all or part of the property
- Copy of Morris County Planning Board application
- Copy of N.J. DEP application (if applicable)
- Copy of Sanitary Sewer application (if applicable)
- Name, address of stockholders owning at least 10% of stock or at least 10% of interest in the partnership
- W-9 Taxpayer ID Form

The undersigned applicant hereby certifies that the information contained herein and on the supporting documentation is true and complete to the best of his/her knowledge.

Signature of Applicant: _____

State of New Jersey, County of Hudson

Sworn and subscribed to before me on 11th day of June (month), 20 26

Seal



Lisa Vidal

Notary Signature

A Technical Review Committee meeting must be scheduled to determine completeness before a formal hearing by the Planning Board can be scheduled. Call the Board Secretary to schedule at **973-410-5301**.

Contact the Board Secretary for the required number of applications and plans to be submitted for the TRC,

Most site plan applications also require a separate meeting with the Fire Service Review Committee for a review of the application specific to fire department needs and requirements prior to a formal hearing with the Planning Board. Please review the Fire Safety Plan checklist. For more information, call the Fire Chief at 973-377-3241.

❖ **Fees (must be submitted prior to a TRC:**

Preliminary Site Plan (Major)

Application Fee	\$500.00 per acre or part thereof, plus \$7.50 per 100 sf. of gross building floor area (minimum fee: \$250.00)
Variance	\$300.00 <i>per variance</i> associated with the site plan
Minimum charge	\$1500.00
Initial Escrow Deposit	\$5000.00 (plus \$1000.00, if variances)

Final Site Plan

Application Fee	\$1,000.00 for each approval
Initial Escrow Deposit	\$3000.00 (if submitted separately)

Minor Site Plan

Application Fee	\$1000.00
Initial Escrow Deposit	\$3000.00

❖ **Include Fee Calculation Sheet**