

**WARREN COUNTY PLANNING DEPARTMENT
WAYNE DUMONT, JR. ADMINISTRATION BUILDING
165 COUNTY ROAD 519, SOUTH
BELVIDERE, NEW JERSEY 07823-1949**

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REQUIREMENTS FOR SUBMISSIONS TO COUNTY PLANNING BOARD

All applicants must submit the following for review of subdivision/site plan application(s):

- Completed Land Development Application Form
- Completed Checklist (Address each item. Items marked “Exception” must be accompanied with an explanation.)
- 1 copy of plan prepared, signed and sealed by a licensed professional
- 1 copy of Storm Water Report for all preliminary subdivision/site plan applications
- 1 copy of Traffic Study Report, if applicable
- 1 copy of municipal application form
- Letter stating the date plans were submitted to municipality
- Proof of notification to Highlands Council via certified mail receipt or copy of personal service delivery. Pertains to Preservation Area only.
- 1 copy of survey of the lot(s) signed and sealed by a licensed land surveyor
- 1 copy affidavit of ownership by the subject property owner consenting to the submission of the application
- Electronic submissions in .pdf form via online sharefile /ftp or flashdrive of all submitted materials
- Written description of the proposed project/application
- Check for the appropriate fee, made payable to the **County Of Warren**