

Cape May County Planning Department
4 Moore Road - DN 309
Cape May Court House, New Jersey 08210
Phone (609) 465-1080 Fax (609) 465-1418

Site Plan Application Form

Please contact this department if you need assistance completing this form or calculating the fee.

Applicant's Name: _____ Owner's Name: _____
Address: _____ Address: _____
Phone: _____ Phone: _____
Applicant's Agent: _____ Engineer: _____
Address: _____ Address: _____
Phone: _____ Phone: _____

Property Information

Municipality: _____ Block (s): _____ Lot (s): _____
Is the project on a County Road? Yes No If yes, County Route Name and #: _____ Zoning: _____
Existing Use: _____ Proposed Use: _____
Square footage of existing building: _____ SF New footage: _____ SF Total: _____ SF Proposed sewage flow: _____ GPD
Sewer Public or Private: _____ Water Public or Private: _____ Project Name: _____
Number of existing parking spaces: _____ New spaces: _____ Total Parking spaces: _____ Total lot area: _____ (acres)
Soils: _____ Within County Floodway? Yes No
Has a drainage analysis been completed for this project? Yes No Has a traffic impact study been completed? Yes No
(If either of these documents are available, copies must be submitted with this application)

Other Jurisdictions

Does the property contain wetlands or buffers? Yes No Has application been made to NJDEP for a permit? Yes No
If Yes, BFW#: _____
Is the property within Pinelands jurisdiction? Yes No If Yes, Pinelands Application #: _____
Status of Municipal Review?: _____
Description of Project: _____

FEES

Enclosed Fee as per "Fee Schedule" on page (2) of this form: \$ _____ Check or money order #: _____

We hereby apply for approval of the accompanying site development plan. Two (2) copies of this application and two (2) copies of the plan conforming to the minimum requirements as outlined in Chapter II, Plat Details, of the County of Cape May Subdivision and Site Plan Resolution. Permission is given to walk the property for review purposes. We acknowledge that the reporting period set forth in N.J.S.A. 40:27-6.3 shall not begin until this application, fees, and accompanying plans are COMPLETE IN ALL RESPECTS. If the property is within the Pinelands jurisdiction, a third copy of the FINAL Plat is required.

Applicant's Signature: _____ Date: _____

Cape May County Planning Board

Subdivision and Site Plan

Fee Schedule

Subdivisions	
A subdivision which contains three (3) new lots or less which does not abut a county road or affect a county drainage facility.	\$60
A subdivision which contains more than three (3) new lots and/or new streets which does not abut a county road or affect a county drainage facility.	\$200
A subdivision which contains three (3) new lots or less which abut a county road or affect a county drainage facility.	\$250
A subdivision which contains more than three (3) new lots which abuts a county road or affect a county drainage facility.	\$300 + \$15 per new lot
Site Plans	
<i>Not on a County Road, nor affecting county drainage facility.</i> A site plan which does not abut a county road and which does not affect a county drainage facility and which has less than one (1) acre of impervious surface.	\$50
<i>On a County Road and/or affecting a County drainage facility.</i> A site plan for land development including proposed commercial retail, office buildings, multi-family structures which contains five (5) or more units, or any other land development which requires off-street parking area or off-street standing area for five (5) or more vehicles; and site plan for land developments which have one (1) or more acres of impervious surface.	\$300 + \$10 per new parking space or residential unit
A site plan for industrial use or warehousing which contains one (1) or more acres of impervious surface.	\$300 + \$10 per 1,000 square feet of gross floor area or \$10 per parking space, whichever is greater

- Checks or money orders (no cash will be accepted) should be made out to the Treasurer, County of Cape May.
- Fees will not be charged for review of plans submitted by state, county and municipal governments, churches, hospitals and secular non-profit institutions.
- The review period will not commence until proper fees and completed application form are received.
- Fees will not be refunded if the application is withdrawn or the scope of the project is reduced.
- Full review fees may be charged for plans where one (1) year elapsed between submissions.