Borough of Hopatcong
Municipal Building
111 River Styx Road
Hopatcong, NJ 07843
Phone: 973-770-1200, Fax 973-770-0301

Submission Checklist for Lot Grading Application Approval:

To complete your Lot Grading Application you need to provide the Construction Office with:

1. Five copies of a Lot Grading Plan. Standards and specification for measures used in a Lot Grading Plan shall be in accordance with the latest edition of the Standards for Soil Erosion and Sediment Control in New Jersey, as promulgated by the State Soil Conservation Committee

2. One original copy of a completed Lot Grading Application

3. The application fee is $200.00. This must be paid by cash or check drawn to the Borough of Hopatcong.

   Check from_____ Date paid_____#_____

4. An escrow fee of $500.00 is required. This must be paid by cash or with a separate check drawn to the Borough of Hopatcong. The escrow will be used to pay any professional fees incurred as a result of the application including site inspections and engineering reviews.

   Check from_____ Date paid_____#_____

For Office Use:

Date to Engineer_____

Date plan approved_____

Date of Final inspection _____

Approved by_____

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LOT GRADING APPLICATION

PROPERTY OWNER:

Name: _____
Address: _____
Telephone No. _____ Cell: _____

SUBJECT PROPERTY:

Location/Address: _____
Block _____ Lot(s) _____ Zone District _____
Project Discription: _____
_____
Existing Improvements on property _____
Total Area of Disturbance: _____

CONTRACTOR:

Name: _____
Company: _____
Address: _____
Telephone No. _____ Cell: _____

The applicant hereby certifies and agrees as follows:

1. To notify the Borough 48 hours before land disturbance activity.
2. To notify the Borough of the completion of the project.
3. To maintain a copy of the certified plan on site during construction
4. To permit Borough agents to inspect property
5. Any conveyance of this project prior to completion will transfer responsibility for compliance to the new owner.
6. To comply with all terms and conditions of this application and certified plan including payment of professional fees for inspections and reviews.
7. In the event that the escrow posted by the applicant is insufficient to pay the professional fees associated with this application and the applicant is unwilling to deposit additional escrow, I understand that I am responsible for these expenses and a lien could be put on my property to collect the funds.

_____
Signature of Applicant