

Mayor
E. Kevin Elvidge

Deputy Mayor
Daniel G. Flynn

Council Members
Kristen S. Becker
Sandra Lee Diglio
Wayne F. Levante



Town Manager
Thomas S. Russo, Jr.

Town Clerk
Lorraine A. Read

Telephone: (973) 883-3521
Facsimile: (973) 883-8961
39 Trinity Street
Newton, NJ 07860

Dear Applicant:

Attached you will find an application for the Town of Newton Planning Board. The purpose of this cover letter is to help guide you through the application process as smoothly as possible. Please note the following:

- All applications must arrive no later than 45 days before the desired meeting date.
- A Letter of Certification stating taxes have been paid must be obtained from the Tax Collector. There is a \$15.00 fee.
- A Certified List of Property Owners must be obtained from the Tax Assessor's Office and must be requested in writing. The list should be mailed within 7-10 business days from the date of receipt. There is a \$10.00 fee.
- Notice must be published in the paper of record (NJ Herald and NJ Sunday Herald) no later than 10 days prior to the meeting date, excluding the meeting date.
- Any waivers requested must be accompanied by written reasoning for such request.
- An application is not considered for completeness unless 8 copies/sets of the appropriate paperwork have been received along with the escrow and application fees. Please review the Application Checklist carefully.
- Completeness will be determined by the Technical Review Committee (TRC). Once completeness is determined, you will then be scheduled for the next Planning Board Meeting and required to supply 20 copies of the completed application 10-days prior to that Planning Board Meeting.
- All items listed under No. 4 of the Planning Board Procedures (attached) must be submitted no later than 5 days prior to the meeting date, excluding the meeting date. Example: The Affidavit of Publication obtained from the New Jersey Herald is usually mailed directly to the applicant after the article is published. This must arrive in my office according to the above time line.

Please ensure all items on the Application Checklist have been addressed. Should you have any questions or require additional information, please feel free to contact me.

Sincerely,

Katherine Citterbart, Administrator
The Newton Planning Board

**The Newton Planning Board
Town of Newton
Planning Board Procedures**

GENERAL INFORMATION

1. The Technical Review Committee (TRC) meets prior to the Planning Board meeting on the third Wednesday of each month at 3:00 pm to determine application completeness. If your application is deemed complete you will be scheduled for the next Planning Board Meeting. Please submit 8 copies of your completed application for this meeting.
2. The Planning Board meets on the third Wednesday of each month at 7:00 pm in the Council Chambers in Town Hall.
3. Complete and submit 20 copies of the application and submit all copies, to the Planning Board Secretary. Also include the following:
 - a. 20 copies of a legible plot plan or survey.
 - b. A copy of any conditional contract or agreement related to this application must be filed with the application. If an Affidavit or Ownership filed, said conditional contract or agreement does not have to be filed unless required by the Board.
 - c. If the applicant is a corporation or partnership, the names and address of all stockholders or partners owning a 10% or greater interest in said corporation or partnership shall be filed with the application in accordance with P.L. 1977 Ch. 336.
4. Within 45 days from the date of submission of the application and supporting documents, applicants will be notified whether the application is complete or incomplete. If certified to be complete, the time within which the Board must act begins on the date the application was certified to be complete. Applicants will be notified at this time when the hearing date of the application is scheduled. Forms for Proof of Service, Notice to Property Owners, and Legal Notice will be made available at this time.
5. Proof that the following notices (if required) were distributed, according to law, must be filed at least five (5) days prior to the meeting:
 - a. Proof of adjoining property owner's notification (within 200 feet). There is a \$10.00 fee made payable to the Town of Newton for this list and mailed to the attention of the Tax Assessor.
 - b. Notice shall be give to the County Planning Board by personal service or certified mail when a hearing concerns an application for the development of property adjacent to an existing county road, or proposed road shown on the Official County Map or County Master Plan, other County owned/controlled property, or property situated within 200 feet of a municipal boundary.
 - c. Notice of all hearings on applications for development involving property located with 200 feet of an adjoining municipality shall be given by personal service or certified mail to the Clerk of such municipality.
 - d. Notice shall be given to the Commissioner of Transportation by personal service or certified mail of hearing on an application for development of property adjacent to a State Highway.

**The Newton Planning Board
Town of Newton
Planning Board Procedures**

- e. Notice shall be given to the office of Smart Growth the Department of Community Affairs by personal service or certified mail of a hearing on an application for development of property which exceeds 150 acres or 500 dwelling units. Such notice shall include a copy of any map or documents required to be on file with the Town pursuant to subsection 40:55D-10b of the Municipal Land Use Law.
- f. Certification that no taxes are due on the property. The fee for this certification is \$15.00 and a check should be made payable to the Town of Newton and mailed to the attention of the Tax Collector.
- g. Legal notice must appear in Town's legal newspaper, the New Jersey Herald and the Sunday New Jersey Herald at least ten (10) days prior to the meeting.

SITE PLAN INFORMATION

Site plan maps, which shall be drawn to a scale of one inch equals 50 feet as a minimum.

MAJOR SUBDIVISION INFORMATION

- 1. The preliminary plot shall be clearly and legibly drawn or reproduced at a scale of not less than one inch equals 100 feet. Preliminary plots shall be designed and drawn by a land surveyor or engineer licensed in the State of New Jersey. The plot shall be designed in compliance with the provisions of Section 240-8 of the Town's Land Subdivision Ordinance and shall show or be accompanied by the following information:
 - a. Date, name and location of the subdivision, name of owner, graphic scale and reference meridian.
 - b. Tract boundary lines, right-of-way lines of streets, street names, easements and other rights-of-way, land to be reserved or dedicated to public use, all lot lines and other site lines, with accurate dimensions, bearing of deflection angles, and radii, arcs and central angles of all curves.
 - c. The name and address of all adjoining property owners, as disclosed by the most recent municipal tax records.
 - d. The tax map sheet, block and lot numbers.
 - e. All streets, roads and streams within 500 feet of the subdivision.
 - f. All other information required to be shown as a sketch plot by the County Planning Board.
- 2. The final plot shall be drawn in ink on tracing cloth at a scale of not less than one inch equals 100 feet and in compliance with all the provisions of R.S. 46:12-9, et seq. The final plot shall show or be accompanied by the following:
 - a. Date, name and location of the subdivision, name of owner, graphic scale and reference meridian.
 - b. Tract boundary lines, right-of-way lines of streets, street names, easements and other rights-of-way, land to be reserved or dedicated to public use, all lot lines and other site lines, with accurate dimensions, bearing of deflection angles, and radii, arcs and central angles of all curves.
 - c. The name and address of all adjoining property owners, as disclosed by the most recent municipal tax records.
 - d. The tax map sheet, block and lot numbers.
 - e. All streets, roads and streams within 500 feet of the subdivision.
 - f. All other information required to be shown as a sketch plot by the County Planning Board.

NOTICE

**The Newton Planning Board
Town of Newton
Planning Board Procedures**

You may present your application yourself, by your agent, or be represented by an attorney at law. Corporation or LLC must be represented by an attorney at law. Failure to appear at the hearing may result in dismissal of your application unless you have requested an adjournment for good cause.

APPLICATION CHECKLIST TOWN OF NEWTON, SUSSEX COUNTY, NEW JERSEY

Applicant's Name & Address: _____
 Application No. _____ Date Received _____
 Tax Block(s) _____ Tax Lot(s) _____
 Adjacent Roads _____
 Present Zoning _____ Proposed Use _____

COMPLETE	INCOMPLETE	WAIVER	NA	ADMINISTRATIVE	MINOR SUBDIVISION	MINOR SITE PLAN	PRELIMINARY SITE PLAN	PRELIMINARY MAJOR SUBDIVISION	FINAL SITE PLAN	RURAL MAJOR SUBDIVISION	VARIANCE REQUEST ("C" & "D")	APPEAL ZONING INTERPRETATION
				1. Application Form Original plus 5 copies for Completeness/Technical Review Committee Once deemed complete. Original Plus 19 Copies	X	X	X	X	X	X	X	X
				2. Fees and Escrow Deposit	X	X	X	X	X	X	X	X
				3. Certification of Taxes, Liens, Assessments Paid	X	X	X	X	X	X	X	X
				4. Tax Map Maintenance Update Fee	X	X	X	X	X	X	X	X
				5. One original plus five copies of Proposed Plan for Completeness Review/ Twenty (20) Copies of Proposed Plan Once Deemed Complete	X	X	X	X	X	X	X	X
				6. Affidavit of Ownership/Authorization Form	X	X	X	X	X	X	X	X
				7. Site Inspection Authorization	X	X	X	X	X	X	X	X
				B. Compliance with Legal Notice Requirements a. Proof of Publication b. Affidavit of Service			X	X	X	X	X	X
				9. Corporation or Partnership Form	X	X	X	X	X	X	X	X
				10. Listing of All Variances, Design Standards and Checklist Waivers and Justification	X	X	X	X	X	X	X	X
				11. Copies of All Prior Resolutions Pertaining to this Property	X	X	X	X	X	X	X	X
				12. Two Recent Photographs of the Property	X	X	X	X	X	X	X	X
				13. Copy of Sussex County Planning Board Application	X	X	X	X	X	X	X	X
				14. Copy of Soil Erosion/Sediment Control Application	X	X	X	X	X	X	X	X
				15. Copy of NBDOT/NJDEP Applications	X	X	X	X	X	X	X	X
COMPLETE	INCOMPLETE	WAIVER	NA	PLANS/REPORTS-SPECIFICATIONS	MINOR SUBDIVISION	MINOR SITE PLAN	PRELIMINARY SITE PLAN	PRELIMINARY MAJOR SUBDIVISION	FINAL SITE PLAN	FINAL MAJOR SUBDIVISION	VARIANCE REQUEST ("C" & "D")	APPEAL ZONING INTERPRETATION
				16. Plan Clearly and Legibly Drawn or Reproduced at a Scale not Smaller Than 1 inch Equals 50 Feet	X	X	X	X	X	X	X	X
				17. Sheet Size, 24" x 36"	X	X	X	X	X	X	X	X
				18. Name, Address, License Number of Plan Preparer, Signature, Original Raised Seal	X	X	X	X	X	X	X	X
				19. Title Block	X	X	X	X	X	X	X	X
				20. Record Owner(s) Name and Address	X	X	X	X	X	X	X	X
				21. Applicant's Name, Address, Phone Number, Fax Number and E-Mail	X	X	X	X	X	X	X	X

COMPLETE	INCOMPLETE	WAVER	NA	PLANS/REPORTS-SPECIFICATIONS	MINOR SUBDIVISION	MINOR SITE PLAN	PRELIMINARY SITE PLAN	PRELIMINARY MAJOR SUBDIVISION	FINAL SITE PLAN	FINAL MAJOR SUBDIVISION	VARIANCE REQUEST ("C" & "D")	APPEAL ZONING INTERPRETATION
				22. Name of Project, if any	X	X	X	X	X	X	X	X
				23. Date of Map Preparation and Each Subsequent Revision	X	X	X	X	X	X	X	X
				24. Zoning District of Parcel and Surrounding Lands	X	X	X	X	X	X	X	X
				25. Zoning Chart Listing Existing/Proposed Requirements for Area, Setbacks, Lot Coverage Height, Density, Parking	X	X	X	X	X	X	X	X
				26. Proposed Developer's Agreement								
				27. Existing Structures within 200 Feet (200') and Distance to Property Line	X	X	X	X	X	X	X	X
				28. Obtain Each Block and Lot Numbered in Conformity with the Municipal Tax Map as Determined by the Municipal Tax Assessor and Chain Street Address from the 911 Coordinators	X	X	X	X	X	X	X	X
				29. Scale of Map, Both Written and Graphic	X	X	X	X	X	X	X	X
				30. North Arrow Giving Reference Meridian	X	X	X	X	X	X	X	X
				31. Properties within 200 Feet, Lot and Block Number and Owner, Outline of 200 Feet (200') Perimeter, 500 feet for lots over 50 acres in size.			X	X	X	X	X	X
				32. Tax Map Sheet Number	X	X	X	X	X	X	X	X
				33. Key Map Showing Location of Tract to be Considered in Relation to Surrounding Area, Within 200 feet. Scale not Less Than 1 inch Equals 400 Feet and North Arrow.	X	X	X	X	X	X	X	X
				34. Area of Entire Tract	X	X	X	X	X	X	X	X
				35. Meets and Bounds of Proposed Lot(s)	X			X		X	X	X
				36. Area and Franchise of Proposed Lot(s)	X			X		X	X	X
				37. Acre/Franchise of Remaining Tract	X			X		X	X	X
				38. Property Lines to the Nearest Hundredth	X		X	X	X	X	X	X
				39. Bearings to the Nearest Second	X		X	X	X	X	X	X
				40. Lot Acreage to the Nearest Hundredth	X	X	X	X	X	X	X	X
				41. Building Envelopes	X	X	X	X	X	X	X	X
				42. Location of Existing Railroads, Bridges, Culverts, Drainage Pipe, Water and Sewer, Utility Poles & Underground Utilities	X	X	X	X	X	X	X	X
				43. Natural Features Including Existing Vegetation, Wet Areas, Watercourse, Flood Plain Limit, Rock Outcropping	X		X	X	X	X	X	X
				44. Open Space, Buffer Zone, Recreation Areas, Municipal and Public Areas and Lands to be Conveyed to the Town if Applicable			X	X	X	X	X	X
				45. Plan and Profiles of Road Locations, Type, Size, Width of Right-of-Way, Paving Materials, Edge of Pavement, Cuts, Slopes, Catch Basins, Drainage Structures, All Utilities, Rights-of-Way Easements, Existing Buildings or Other Structures. Profile shall be at a Scale of 1 inch Equals 5 Feet Vertical, 1 inch Equals 50 Feet Horizontal.			X	X	X	X	X	X
				46. Road Cross Sections Every Fifty Feet (50') Along Centerline at a Scale of 1 inch Equals 5 Feet Horizontal and			X	X	X	X	X	X

COMPLETE	INCOMPLETE	WARNER	NA	PLANS/REPORTS-SPECIFICATIONS	MINOR SUBDIVISION	MINOR PLAN	PRELIMINARY SITE PLAN	PRELIMINARY MAJOR SUBDIVISION	FINAL SITE PLAN	FINAL MAJOR SUBDIVISION	VARIANCE REQUEST ("C" & "D")	APPEAL ZONING INTERPRETATION
				Vertical								
				47. Existing and Proposed Contours at Five Foot (5') Intervals for Slopes Fifteen Percent (15%) or Greater. Two Foot (2') Intervals for Lesser Slopes			X	X	X	X		
				48. Earthwork Summary			X	X	X	X		
				49. Cut and Fill Limits			X	X	X	X		
				50. Location of Proposed Drainage Structures, Cuts, Swales, Berms, Guide Rails, Edge of Pavement, Sidewalks			X	X	X	X		
				51. Construction Details for Drainage Structures, Curb, Guide Rail, Pavement Design, Sidewalks, Utilities			X	X	X	X		
				52. Existing/Proposed Driveway Locations with Sight Distance Profiles		X	X	X	X	X		
				53. Road Locations, Names, Width of Right-of-Way and Copy of Approval of Street Name		X	X	X	X	X		X
				54. Sight Triangle, Drainage, Utility, Driveway and Other Easements		X	X	X	X	X		
				55. Provisions for Certification and Approvals		X	X	X	X	X	X	
				56. Letter Identifying All Elements Covered Under Performance Bond			X	X	X	X		
				57. Letter of Approval and Certification from Town Engineer			X	X	X	X		
				58. Letter Certifying Conformance to Preliminary Plan by Applicant's Engineer			X	X	X	X		
				59. Compliance with All Aspects of NJ Map Filing Law			X	X	X	X		
				60. Soil Erosion Plan and Details		X	X	X	X	X		
				61. Fire Protection Details Include Number of Proposed Units, Available Water Supply, Water Main Size, Flow, Hydrant Location, Approval from Fire Marshal for Same.			X	X	X	X		
				62. Letter from Town Water and Sewer Utility Stating Capacity to Serve Development			X	X	X	X		
				63. Cluster Development Option Data			X	X	X	X		
				64. Environmental Impact Statement			X	X	X	X		
				65. Landscape Plan with Types, Quantity Size and Location of Plantings, Scientific and Common Names.			X	X	X	X		
				66. Lighting Plan, Including Fixture and Footing Details, Wallage, Height, Spacing Patterns			X	X	X	X		
				67. Drainage Plan Including Runoff Calculations for Fifty (50) Year Storm Frequency and a Map Showing Drainage Area Per Stormwater Management Requirements			X	X	X	X		
				68. Storm Drainage Facilities Improvements Designed for One Hundred (100) Year Flood Capacity Per Stormwater Management Requirements or as Recommended by Town Engineer			X	X	X	X		
				69. Copies of Stream Encroachment Permit Applications, If Applicable			X	X	X	X		
				70. NJDEP Letter of Interpretation Regarding the Presence/Absence of Wetlands on Property and Within 150' if Wetlands are Present, Line Verified by NJDEP and Transition Area Established. NJDEP Reference Number on Plan. For Minors Only a Determination is Needed and an Absence/Presence Letter to Determine Buffer Width.		X	X	X	X	X	X	X
				71. Written Confirmation from Tax Assessor that Proposed LOT Numbers are Acceptable	X			X		X		

The Newton Planning Board
Town of Newton
Application for Site Plan

SECTION I. Variance required: Yes _____ No _____
If yes, complete application for variance as well.

SECTION II.

1. Name of Applicant: _____ Phone No.: _____
Address: _____

2. Owner of Record: _____ Phone No.: _____
Address: _____

3. Location of Site: _____ Total Area: _____
Dimensions: _____ ft. x _____ ft. Zone: _____
Block: _____ Lot: _____ Tax Map Sheet No.: _____
Road Frontage: _____ ft. Historic District _____
Setback of proposed structure: _____ ft.

SECTION III.

1. Engineer's or Surveyor's name: _____ License No. _____
Address: _____ Phone No.: _____

2. Proposed site plan is for: (check all that apply)
_____ Residential Use _____ Commercial Use
_____ Industrial Use _____ Tract Development
_____ Individual Lot

2. Do any protective covenants or deed restrictions apply to the land?
_____ Yes _____ No

If yes, attach copy of covenants or restrictions.

STATE OF NEW JERSEY)
S.S.
COUNTY OF)

Sworn to and signed before me this _____ day of _____, 20_____.

A Notary Public of New Jersey

Signature of Applicant

The Newton Planning Board
Town of Newton
Affidavit For Appeal or Variance

SECTION I (Check one) _____ Appeal _____ Variance

SECTION II Application is being made to: (Check one) _____ Planning Board _____ Historic Commission

SECTION III TO BE COMPLETED BY ALL APPLICANTS

1. Name of Applicant: _____

Address: _____ Phone Number: _____

2. Owner of Record: _____

Address: _____ Phone Number: _____

3. Location of Site: _____ Phone Number: _____

Dimensions: _____ ft. x _____ ft. Total Area: _____

Block _____ Lot _____ Tax Map Sheet No. _____

Road Frontage: _____ ft. Zone: _____

SECTION IV

Proposed Setback: _____ ft. Height of Building: _____ ft.

Building Measurements: _____ feet front _____ feet deep

Total Area of Proposed Structure: _____ sq. ft

Percentage of Site Occupied by Building (s): _____

Intended Use of Structure: _____

Request is hereby made for permission to erect, convert or use a _____

_____ contrary to the requirements of

Section(s) _____ of the Zoning Ordinance.

A narrative statement is required setting forth the relief requested and the legal basis for the relief.

STATE OF NEW JERSEY
COUNTY OF SUSSEX

Sworn to and signed before me this _____ day of _____, 20____.

A Notary public of New Jersey

Signature of Applicant or Petitioner

The Newton Planning Board
Town of Newton
Affidavit For Subdivision

SECTION I (Check One)

_____ Minor Subdivision _____ Preliminary Major _____ Final Major

Variance required: Yes _____ No _____ If yes, complete application for variance as well.

SECTION II

1. Name of Applicant: _____ Phone No: _____
2. Address: _____
3. Owner of Record: _____
Address: _____
4. Location of Site: _____ Total Area: _____
Dimensions: _____ ft. x _____ ft. Zone: _____
Block: _____ Lot: _____ Tax Map Sheet No: _____
Road Frontage: _____ ft. Historic District: _____

SECTION III

1. Engineer's or Surveyor' Name: _____ License No: _____
Address: _____ Phone No: _____
2. Proposed subdivision will include: (Check all that apply)
_____ Residential Use _____ Commercial Use
_____ Industrial Use _____ Tract Development
_____ Individual Lot (s)
3. Do any protective covenants or deed restrictions apply to the land being subdivided?
_____ Yes _____ No

If answer is yes, attach a copy of covenants or restrictions.

STATE OF NEW JERSEY)

S.S.

COUNTY OF _____)

Sworn to and signed before me this _____ day of _____, 20_____

A notary public of New Jersey

Signature of Applicant

**TOWN OF NEWTON
PLANNING BOARD**

SITE INSPECTION AUTHORIZATION FORM

I hereby give permission for the Town of Newton Planning Board and their agents to come upon and inspect the premises with respect to this application for a _____
_____ on Block _____, Lot _____, Newton,
Sussex County, New Jersey.

Owner's Signature: _____

Date: _____

The Newton Planning Board
Town of Newton
Affidavit of Ownership

STATE OF NEW JERSEY)
COUNTY OF) S.S.

_____ of full age, being duly sworn according to law, upon his/her/their oath depose(s) and say(s) that he/she/they reside(s) at _____
In the municipality of _____, County of _____ and State of _____, and that he/she/they is/are the owner(s) in fee of all that certain lot, piece of parcel of land situated, lying and being in the Town of Newton, and described on the Tax Map of the Town of Newton as Block _____, Lot _____, also known as _____, Newton, New Jersey, and hereby authorize (s) _____ to make the application, and that the statements contained in said application are correct to the best of his/her/their knowledge.

Signature of Owner

Sworn to and signed before me

This _____ day of _____, 20_____.

A Notary Public of the State of New Jersey

The Newton Planning Board
Town of Newton
Affidavit of Proof of Service

Proof that proper notice was served upon affected property owners, The New Jersey Herald, and other affected parties as may be required by law, must be filed with the Planning Board Secretary at least five (5) days prior to Planning Board meeting or the application may not be heard.

STATE OF NEW JERSEY)

S.S.

RE: _____

COUNTY OF)

_____ of full age, being duly sworn according to law, upon his oath deposes and says that he/she resides at _____

In the municipality of _____, County of _____ and State of _____, and that he/she did on _____ 20____, at least ten (10) days prior to the hearing date, give written notice of the hearing to each and all of the owners of property affected by the application, in the form set forth and according to the listing provided by the Office of the Tax Assessor of the Town of Newton, New Jersey. The list of property owners is attached to this form. Public notice has been given by publication in the New Jersey Herald, and Sunday New Jersey Herald, Newton, New Jersey on _____, 20____. All other affected parties, as may be required by law, have been notified as set forth on the reverse side of this form.

Applicant's Signature

STATE OF NEW JERSEY)

S.S.

COUNTY OF SUSSEX)

SWORN to and signed before me this _____ day of _____, 20_____.

A Notary Public of New Jersey

**The Newton Planning Board
Town of Newton
Affidavit of Proof of Service**

If applicable to your particular case, the following Proof of Services is also covered by the Affidavit.

Written notice to the Sussex County Planning Board has been given on _____

Applicant's Signature

Written notice to the Commissioner of Transportation has been given on _____

Applicant's Signature

Written notice to the Town of _____, located within 200 feet of the affected property
has been given on _____:

Applicant's Signature

Written notice to the Director of State and Regional Planning of the Department of Community Affairs
has been given on _____.

Applicant's Signature

**The Newton Planning Board
Town of Newton
Legal Notice**

TAKE NOTICE that the undersigned will make application to The Newton Planning Board of the
Town of Newton, New Jersey for a _____

To permit _____

At (street address) _____

Block _____ Lot _____, as shown on the Town of Newton Tax Map.

A public hearing will be held on _____ at _____ p.m. at the
Newton Municipal Building, Councils' Chambers, 39 Trinity Street, Newton, New Jersey. All
persons interested in said hearing may be heard at the above time and place. Maps and
documents for which approval is sought at hearing will be on file and available for public
inspection at least 10(10) days before the hearing during normal business hours in the office of
the Zoning Administrator.

Name: _____

Address: _____

Please forward a copy of Affidavit of Publication to party placing notice.

THE NEWTON PLANNING BOARD 2015 MEETINGS

<u>Planning Board Meeting Dates</u>	<u>TRC Meeting Dates</u>	<u>Application Deadline</u>
January 21, 2015	January 21, 2015	January 9, 2015
February 18, 2015	February 18, 2015	February 6, 2015
March 18, 2015	March 18, 2015	March 6, 2015
April 15, 2015	April 15, 2015	April 3, 2015
May 20, 2015	May 20, 2015	May 8, 2015
June 17, 2015	June 17, 2015	June 5, 2015
July 15, 2015	July 15, 2015	July 3, 2015
August 19, 2015	August 19, 2015	August 7, 2015
*September 23, 2015	*September 23, 2015	September 11, 2015
October 21, 2015	October 21, 2015	October 9, 2015
November 18, 2015	November 18, 2015	November 6, 2015
December 16, 2015	December 16, 2015	December 4, 2015
January 20, 2016	January 20, 2016	January 8, 2016

*Held Fourth Wednesday

FEES AND COSTS
CHAPTER 100
TOWN OF NEWTON

§ 100-22. Land subdivision (Chapter 162).

A. Minor subdivision (Chapter 162):

(1) Filing fee: \$250.

(2) Escrow fee: \$1,500.

B. Major subdivision (Chapter 162) filing fees:

(1) Preliminary: \$750, plus \$100 per lot.

(2) Final: \$500.

C. Inspection and review fee deposit: 2% of improvements.

D. Major subdivision (Chapter 162) review deposits:

(1) Preliminary: \$2,000, plus \$150 per lot.

(2) Final: \$2,000, plus \$50 per lot.

E. Site plan filing fee, preliminary:

(1) Residential: \$150 per unit, but not less than \$300; escrow fee: \$1,000, plus \$50 per unit or lot.

(2) Commercial or industrial:

(a) Up to 1,000 square feet: \$350.

(b) More than 1,000 square feet: \$800.

(c) Escrow fee, up to 1,000 square feet: \$2,000; more than 1,000 square feet: \$2,000, plus \$100 per 1,000 square feet of additional floor area.

F. Site plan filing fee, final: same as preliminary.

G. Site plan waiver:

(1) Planning Board: \$150.

(2) Escrow fee: \$500.

(3) Planning Board Secretary: \$100.

FEES AND COSTS
CHAPTER 100
TOWN OF NEWTON

H. Tax Map maintenance fee.

[Added 3-28-2011 by Ord. No. 2011-4]

(1) The fee for the cost of updates and modifications to the Tax Maps of the Town of Newton as a result of a subdivision application as authorized by Chapter 162 shall be as follows:

- (a) Minor subdivision/lot line adjustment: \$250.
- (b) Major subdivision: \$250, plus \$25 for each lot with a new property line.
- (c) Subdivision including condominiums: \$250, plus \$25 per unit.

(2) The appropriate fee shall be paid to the Town of Newton prior to final subdivision approval.

I. Concept plan review (including proposals for redevelopment):

- (1) Application: \$250.
- (2) Escrow: \$2,000.

§ 100-23. Zoning (Chapter 320).

A. Townhouse plan filing fee:

- (1) \$75, plus \$20 per unit (preliminary).
- (2) \$50, plus \$10 per unit (final).

B. Inspection and review fee deposit: \$2,000.

C. Planning Board applications:

(1) Pursuant to 18A-3.10a *Editor's Note: Original Section 18A-3.10a was repealed by Ord. No. 2010-17.:*

	Application	Escrow
Residential	\$200	\$500
Commercial/professional	\$400	\$1,000
Industrial	\$850	\$1,000

(2) Pursuant to 18A-3.10b *Editor's Note: Original Section 18A-3.10b was repealed by Ord. No. 2010-17.:*

**FEES AND COSTS
CHAPTER 100
TOWN OF NEWTON**

(a) Special use: \$100.

(b) Other: \$50.

(3) Pursuant to 18A-3.10c *Editor's Note: Original Section 18A-3.10c was repealed by Ord. No. 2010-17.:*

	Application	Escrow	Escrow, Single-Family
Residential	\$300	\$2,000	\$500
Commercial/professional	\$600	\$2,000	
Industrial	\$1,100	\$2,000	

(4) Pursuant to 18A-3.10d *Editor's Note: Original Section 18A-3.10d was repealed by Ord. No. 2010-17.:*

	Application	Escrow
Residential	\$500	\$3,000
Commercial/professional	\$700	\$3,000
Industrial	\$1,300	\$3,000

D. Escrow fee pursuant to 18A-3.10a, c, and d *Editor's Note: Original Section 18A-3.10a, c, and d was repealed by Ord. No. 2010-17.:* \$1,000.

E. Charge for request of extension or reapproval: \$200; escrow for extension of reapproval: \$500.

F. Charge for request for amendment to previously approved plans: \$200; escrow for amendments: \$500.

G. Charge for request for rezoning: \$700; escrow for rezoning: \$700.

H. Charge for special meeting of Planning Board: any required fee, plus \$850.

I. Charge for informal presentation (amount to be credited toward future application fees): \$200.

J. Zoning permit: \$25.

K. Fence permit: \$25.