

PLANNING BOARD OF CLIFFSIDE PARK
COMPLETE APPLICATION
REQUIREMENTS

Effective immediately, no application for Planning Board review and approval will be accepted for processing unless they are 100% complete and in full compliance with the application requirements and are explicitly spelled out and must be adhered to.

Submission of 12 copies of a complete site plan application form (no handwritten application will be accepted) signed by owners and authorized agent (if any).

Submission of the site plan application fees:

Minor subdivision, minor site plan without variances.....	\$1,500.00
Minor subdivision, minor site plan with variances.....	\$2,250.00
Major subdivision, major site plan filing fee/preliminary Approval (first 5,000 sq. ft.).....	\$3,000.00
Each additional or fraction 5,000 sq. ft.....	\$500.00
Site plan for commercial properties.....	\$2,000.00
Preparation of resolution by Planning Board Attorney.....	\$400.00

No publication fee-publication of decision must be made by applicant

Certified list of property owners within a radius of 200 feet of the proposed Development as shown on the current tax list of the Borough of Cliffside Park must be obtained by the applicant from the Tax Department.

Said fees shall be paid in cash, certified check or money order payable to the "Borough of Cliffside Park." (If you pay by check, three (3) separate checks.)

In addition to the required application fees, the applicant may be required to establish one or more escrow accounts from the Borough. It will be determined during the acceptance of the site plan application at a regular public meeting of the Board.

Upon submission of a complete application for site plan review, the secretary of the Planning Board will notify you of the Planning Board meeting date whereby the board will review the application and the plans. You will be informed at the meeting if the application has been accepted and all requirements have been complied with. (Planning Board meetings are held on the second Monday of each month except holidays.)