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 _______________________________
LOT GRADING APPLICATION

PROPERTY OWNER:
Name: ________________________________
Address: ________________________________
Telephone No. __________________ Cell: __________________

SUBJECT PROPERTY:
Location/Address: ____________________________
Block __________________ Lot(s) __________________ Zone District __________________
Project Description: __________________

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