



Borough of Highlands
Planning Board &
Zoning Board of Adjustment
171 Bay Avenue
Highlands, NJ 07732
Phone (732)872-1224 Ext. 208
Fax (732)872-0670

Site Plan Review Application Form

Date: _____ Major _____ Minor _____

Applicant Information

Name _____
Street _____ City _____ State _____ Zip _____
Phone # _____

Owner Information

Name _____
Street _____ City _____ State _____ Zip _____
Phone # _____

Development Information

Name _____ Block: _____ Lot: _____
Street _____ City _____ State _____ Zip _____
Location of nearest intersection of abutting street with other public streets:

(Continued on next page)



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Map dated: _____ Prepared by: _____ Entitled: _____

Present Use: _____

Proposed Use: _____

Lot Area: _____ Building Area: _____
(Ground Floor)

Building Area: (Total) _____ Number of Parking Spaces: _____

Property Part of: _____ Subdivision Granted on: _____

Area in acres of any additional adjoining land owner of applicant: _____

Does this constitute: a. New Application
 b. Revision of resubmission of a prior application

Variances requested: _____

Attach a copy of any deed restrictions or covenants that will apply.

NOTE: Submit 17 sets at least 10 days prior to next Regular Meeting. The Planning Board generally meets on the 2nd Thursday of each month and the Zoning Board meets on the 1st.

For Official Use

Application Fee Paid: \$ _____

Date Received: _____

Received By: _____

Case No: _____

Board Action: _____

Date: _____



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SITE PLAN - A development plan of one (1) or more lots on which is shown:

- a. The existing and proposed conditions of the lot, including but not necessarily limited to topography, vegetation, drainage, floodplains, marshes and waterways.
- b. The location of all existing and proposed buildings, drives, parking spaces, walkways, means of ingress and egress, drainage facilities, utility services, landscaping, structures and signs, lighting and screening devices.
- c. Any other information that may be reasonably required in order to make an informed determination pursuant to this chapter.

SITE PLAN, MAJOR - Any site plan not classified as a minor site plan.

SITE PLAN, MINOR - A development plan involving an increase in floor area of less than ten (10) percent of the existing building and/or five (5) or fewer new parking spaces, which does not involve planned development, any new street, or extension of any off-tract improvement the installation cost of which is prorated pursuant to N.J.S.A. 40:55D-42 and which contains the information reasonably required to make an informed decision on the application.

SKETCH PLAT - The sketch map of a development of sufficient accuracy to be used for the purpose of discussion and classification and meeting the requirements of this chapter.

SLUMP BLOCK - Unstable areas of very steep slope with tendency for vertical separation and collapse.

STEEP SLOPES - Slopes greater than 20%, to be developed in accordance with Section 21-65U.

STOP LINE - The point at a street intersection, either painted on the pavement or at the extension of the curblin e or edge of pavement of the intersecting street, at which a vehicle stops before proceeding through the intersection.