

**Subject: Revised Cumberland County Development Review Standards**

Cumberland County recently adopted the revised Cumberland County Development Review Standards. As a result, the application form and fee schedule have been updated. Online links to the application form, fee schedule and standards are listed below:

[http://www.co.cumberland.nj.us/filestorage/173/251/761/2947/3098/2981/Application form DevRev - Application Form](http://www.co.cumberland.nj.us/filestorage/173/251/761/2947/3098/2981/Application_form_DevRev_Application_Form)  
[http://www.co.cumberland.nj.us/filestorage/173/251/761/2947/3098/2981/Fee Schedule 2011.pdf](http://www.co.cumberland.nj.us/filestorage/173/251/761/2947/3098/2981/Fee_Schedule_2011.pdf) - Fee Schedule  
[http://www.co.cumberland.nj.us/filestorage/173/251/761/2947/3098/2981/Development Review Standards-revised.pdf](http://www.co.cumberland.nj.us/filestorage/173/251/761/2947/3098/2981/Development_Review_Standards-revised.pdf) - Development Review Standards

Please make applicants aware of the revisions and provide them with these links or paper copies of the application, if necessary. I'd also like to take this opportunity to remind everyone that county approval is required prior to the granting of municipal approval for all subdivisions, including subdivisions not on a county road. County approval is also required prior to the granting of municipal approval for most commercial site plans. If you are unsure whether county site plan approval is required, please give me a call and I'd be glad to help. Usually county site plan approval is not required if the applicant is proposing a commercial change of use to an existing parcel with little or no improvements. Please feel free to contact me to confirm county approval has been granted – this is a great help to me to ensure that the applicant has submitted the application to the county. You may wish to provide the applicant with this excerpt from the Municipal Land Use Law Chapter 291, Laws of N.J. 1975, amended January 2002:

*C. 40:55d-37 county planning board approval*

*c. Each application for subdivision approval, where required pursuant to section 5 of P.L. 1968, c. 285 (C. 40:27-6.3), and each application for site plan approval, where required pursuant to section 8 of P.L. 1968, c. 285 z9V. 40:27-6.6) shall be submitted by the applicant to the county planning board for review or approval, as required by the aforesaid sections, and the municipal planning board shall condition any approval that it grants upon timely receipt of a favorable report on the application by the county planning board or approval by the county planning board by its failure to report thereon within the required time period.*

Should you have any questions, please don't hesitate to contact me. Thanks!

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**CUMBERLAND COUNTY DEVELOPMENT REVIEW STANDARDS**  
**INSTRUCTIONS FOR FILLING IN APPLICATION**

- Complete application with ink
- Submit to County Department of Planning & Economic Development along with:
  - Fee
  - 4 signed and sealed copies of plans (as required under N.J.A.C. 13:41-4.1 et seq.)
- Applicant is responsible for filing with municipality and any other agencies
  - Check whether municipality requires a different form
- Use the following lists to fill in the appropriate boxes on application:

**Types of Municipal Application:**

1. Sketch
2. Lot line adjustment
3. Minor Subdivision
4. Preliminary Major Subdivision
5. Final Major Subdivision
6. Minor Site Plan
7. Preliminary Major Site Plan
8. Final Site Plan
9. Conditional Use
10. Other

NOTE: If variance required go to next box

**Variance types:**

1. Bulk or area (C-1 or C-2)
2. D-1 Use Variance
3. D-2 Expansion of a non-conforming use
4. D-3 Conditional use not meeting Ordinance standards
5. D-4 Increase in permitted floor area ratio
6. D-5 Increase in permitted density
7. D-6 Height exceeding 10% or 10' of standard

**Existing and Proposed use:**

1. Residential
2. Commercial
3. Industrial
4. Agricultural (not preserved)
5. Preserved agricultural

**NOTE: Impervious coverage means all building footprints and all paving materials.**

**Site abuts/contains:**

1. County road
2. County property
3. County drainage facility
4. County bridge/culvert
5. Municipal road

**CUMBERLAND COUNTY DEVELOPMENT REVIEW STANDARDS**

**County Planning Board Application # \_\_\_\_\_ Municipal Application # \_\_\_\_\_**

<b>DEVELOPMENT APPLICATION FORM</b> (on line copy at <a href="http://www.kco.cumberlandplanning.com/online/173/253/1761/2947/3098/2981/default.aspx">http://www.kco.cumberlandplanning.com/online/173/253/1761/2947/3098/2981/default.aspx</a> )		
<b>APPLICANT Information</b>		
Name of Development:		
Name of Applicant:		Corporation?: <input type="checkbox"/>
Current address:		
City:	State:	ZIP Code:
Phone:	E-mail:	Fax:
Land Owner (if different than applicant):		
Current address:		
City:	State:	ZIP Code:
Attorney (if represented)		
Current address:		
City:	State:	ZIP Code:
<b>MUNICIPAL Information</b>		
Type of Municipal Application:	Varlance type:	
Signature of Tax Collector affirming no taxes/assessments are due:		Date:
<b>SITE Information</b>		
Project location (i.e., east of Main, near Oak):		
Block:	Lot:	Tax Map Sheet:
Municipal Zoning District:		
Was a prior application of any kind submitted for this, or any portion of this, tract? <input type="checkbox"/> If so, Date:		
Total Acreage of tract:	Number of acres to be subdivided/developed =	# of new lots =
Existing use:	Total existing impervious coverage:	Sq. Ft.
Proposed use:	Total new impervious coverage:	Sq. Ft.
Site abuts/contains:	Name of abutting road:	
<b>Signatures</b>		
Signature of applicant:		Date:
Signature of person completing application (if different)		Date:
<b>MUNICIPAL USE ONLY</b>		
Minor <input type="checkbox"/>	Minor requiring public notice <input type="checkbox"/>	Major <input type="checkbox"/>
Copy of application and drawings to County <input type="checkbox"/>		By: _____ Date: _____
Referred to Engineer <input type="checkbox"/>	Lawyer <input type="checkbox"/>	Other <input type="checkbox"/>
Complete Date :		

**FEE SCHEDULE**

<i><b>CLASSIFICATION</b></i>	<i><b>FEE</b></i>
<b>Minor subdivisions not on a county road and/or not affecting drainage</b>	<b>\$50.00</b>
<b>Minor subdivisions on a county road and/or affecting county drainage</b>	<b>\$200.00</b>
<b>Major subdivisions</b>	<b>\$200.00 plus \$25 per lot</b>
<b>Site plans NOT on a county road and NOT affecting drainage</b>	<b>\$200.00</b>
<b>Site plans affecting County road or drainage</b>	<b>\$200 plus \$10 per 1,000 square feet* of impervious coverage, including building footprint, parking and all paving materials.</b>
<b>All other site plans</b>	<b>\$50</b>

\* 0 to 999 SF = \$10.00  
 1,000 to 1,999 SF = \$20.00  
 2,000 to 2,999 SF = \$30.00 and so on with \$10/each additional 1,000sf