

Amended by R.1995 d.413, effective August 7, 1995.

See: 27 N.J.R. 1957(a), 27 N.J.R. 2961(a).

Added a new (a)4 and recodified existing (a)4 through (a)6 as (a)5 through (a)7.

Amended by R.2005 d.437, effective December 19, 2005.

See: 37 N.J.R. 2833(a), 37 N.J.R. 5046(b).

In (a)7, added "et seq."

SUBCHAPTER 3. GENERAL PROVISIONS

13:41-3.1 (Reserved)

R.1975 d.102, effective April 16, 1975.

See: 6 N.J.R. 449(a), 7 N.J.R. 236(b).

This section, use of terms planners or planning in the names of corporations, firms or partnerships, expired pursuant to Executive Order No. 66(1978) on April 22, 1985 without reoption. See: 17 N.J.R. 1061(a), 17 N.J.R. 2141(a).

Case Notes

Decided on statutory grounds. *State v. Bradley*, 174 N.J. Super. 154, 415 A.2d 1198 (App.Div.1980).

13:41-3.2 Fee schedule

(a) The fees charged by the State Board of Professional Planners shall be:

1. Application for a Professional Planner or Planner-In-Training license.....	\$ 75.00
2. State Part Examination Fee.....	\$200.00
3. Initial license fee:	
i. During the first year of a biennial renewal period.....	\$130.00
ii. During the second year of a biennial renewal period.....	\$ 65.00
4. Biennial License Fee and Renewal-Professional Planner.....	\$130.00
5. Late Renewal Fee.....	\$ 50.00
6. Reinstatement Fee.....	\$200.00
7. Duplicate license.....	\$ 25.00
8. Name Change.....	\$ 25.00
9. Duplicate Wall Certificate.....	\$ 25.00
10. Inactive License Fee.....	(to be established by Director by rule)

New Rule, R.1980 d.179, effective April 23, 1980.

See: 12 N.J.R. 129(a), 12 N.J.R. 348(a).

Amended by R.1983 d.114, effective April 18, 1983.

See: 15 N.J.R. 79(a), 15 N.J.R. 626(a).

In (a), deleted old 1. and 2. and added new 1. and 2.

New Rule, R.1985 d.443, effective September 3, 1985.

See: 17 N.J.R. 1061(a), 17 N.J.R. 2141(a).

This section registration fees expired pursuant to Executive Order 66(1978) on April 22, 1985. It was readopted as a New Rule.

Amended by R.1992 d.240, effective June 1, 1992.

See: 24 N.J.R. 554(a), 24 N.J.R. 2062(b).

Revised (a).

Amended by R.2005 d.437, effective December 19, 2005.

See: 37 N.J.R. 2833(a), 37 N.J.R. 5046(b).

In (a)2, added a \$200.00 fee for State Part Examination Fee and deleted Combined National and State Examinations fees, State Examinations only fees and National Examination only fees; added (a)10.

13:41-3.3 Employment of only licensed professional planners by State or political subdivisions

An employee of the State government or any of its subdivisions holding the civil service title of Director of Planning, Assistant Director of Planning or Supervising Planner, or in subdivisions which are not subject to the Civil Service Act, the equivalent of these titles, shall be deemed to be a Professional Planner in responsible charge of planning work. The employee shall hold a Professional Planners license issued by the State Board of Professional Planners.

New Rule, R.2003 d.375, effective October 6, 2003.

See: 34 N.J.R. 3689(a), 35 N.J.R. 4725(a).

Amended by R.2005 d.437, effective December 19, 2005.

See: 37 N.J.R. 2833(a), 37 N.J.R. 5046(b).

Added "State" preceding "Board of Professional Planners".

SUBCHAPTER 4. PERMISSIBLE DIVISION OF RESPONSIBILITY IN SUBMISSION OF SITE PLANS AND MAJOR SUBDIVISION PLATS

13:41-4.1 General provisions

(a) Definitions: All words, terms, and phrases shall be as defined in the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq.

(b) Preparation and submission of the various elements of a preliminary or final site plan or major subdivision plat shall be within the professional scope of the various professions as listed in this subchapter.

Amended by R.2005 d.437, effective December 19, 2005.

See: 37 N.J.R. 2833(a), 37 N.J.R. 5046(b).

In (a), substituted "Law" for "Act" and added "-1" following "40:55D".

13:41-4.2 Depiction of existing conditions on a site plan

(a) Survey: showing existing conditions and exact location of physical features including metes and bounds, drainage, waterways, specific utility locations, and easements: By a land surveyor.

1. Survey information may be transferred to the site plan if duly noted as to the date of the survey, by whom, and for whom. A signed and sealed copy of the survey must be submitted to the reviewing governmental body with the site plan submission.

(b) Vegetation, general flood plain determination, or general location of utilities, buildings, or structures: By an architect, planner, engineer, land surveyor, certified landscape architect, or other person acceptable to the reviewing governmental body.

Amended by R.1991 d.550, effective November 4, 1991.

See: 23 N.J.R. 1516(a), 23 N.J.R. 3337(b).

In (b), added "certified landscape architect,".

Amended by R.1994 d.394, effective August 1, 1994.

See: 26 N.J.R. 1221(a), 26 N.J.R. 3181(b).

**13:41-4.3 Preparation of site plan**

(a) The location of proposed buildings and their relationship to the site and the immediate environs: By an architect or engineer.

(b) The locations of drives; parking layout; pedestrian circulation; and means of ingress and egress: By an architect, planner, engineer, or certified landscape architect.

(c) Drainage facilities for site plans of 10 acres or more; or involving stormwater detention facilities; or traversed by a water course: By an engineer only.

(d) Other drainage facilities: By an architect or engineer.

(e) Utility connections and on tract extensions: By an engineer or architect.

(f) Off tract utility extensions: By an engineer only.

(g) On site sanitary sewage disposal or flow equalization facilities: By an engineer only.

(h) Preliminary floor plans and elevation views of buildings illustrating the architectural design of a project: By an architect, except when the building is part of an engineering or industrial project, floor plans and elevation views may be by an engineer.

(i) Landscaping, signs, lighting, screening or other information not specified above: By an architect, planner, engineer, certified landscape architect, or other person acceptable to the reviewing governmental body.

(j) The general layout of a conceptual site plan for a multiple building project, showing the development elements including their relationship to the site and immediate environs: By an architect, planner, engineer, or certified landscape architect.

Amended by R.1991 d.550, effective November 4, 1991.  
See: 23 N.J.R. 1516(a), 23 N.J.R. 3337(b).

In (b), (i) and (j), added "certified landscape architect".

In (j), changed "preliminary" to "conceptual".

Administrative correction.

See: 31 N.J.R. 1204(a).

**13:41-4.4 Preparation of a major subdivision plan**

(a) The general location of facilities, site improvements, and lot layouts: By an architect, engineer, land surveyor, planner, or certified landscape architect.

(b) The design and construction details of all public improvements including street pavements, curbs, sidewalks, sanitary sewage, storm drainage facilities: By an engineer only.

(c) Final subdivision map with metes and bounds: By a land surveyor only.

Amended by R.1991 d.550, effective November 4, 1991.

See: 23 N.J.R. 1516(a), 23 N.J.R. 3337(b).

In (a), added "or certified landscape architect".

**13:41-4.5 Effect of local ordinances**

(a) Informal site plans, not required by local ordinances are excluded from this rule.

(b) No municipal or county ordinance, policy or action purporting to define the scope of professional activity of architects, engineers, land surveyors, planners or certified landscape architects in the preparation of site plans or major subdivisions shall reduce or expand the scope of professional practice recognized by the boards.

Amended by R.1991 d.550, effective November 4, 1991.

See: 23 N.J.R. 1516(a), 23 N.J.R. 3337(b).

In (b), added "or certified landscape architects".

Amended by R.2005 d.437, effective December 19, 2005.

See: 37 N.J.R. 2833(a), 37 N.J.R. 5046(b).

In (b), rewrote "subdivision" as "subdivisions".

**SUBCHAPTER 5. LICENSING****13:41-5.1 Purpose**

The rules in this subchapter implement the licensing and examination requirements for an applicant to qualify to practice professional planning in the State of New Jersey, in accordance with N.J.S.A. 45:14A-9.

**13:41-5.2 Definitions**

The following words and terms, when used in this subchapter, shall have the following meanings unless the context clearly indicates otherwise.

"Practice of professional planning" means the administration, advising, consultation or performance of professional work in the development of master plans in accordance with the provisions of N.J.S.A. 40:27-1 et seq. and 40:55D-1 et seq.; and other professional planning services related thereto intended primarily to guide governmental policy for the assurance of the orderly and coordinated development of municipal, county, regional, and metropolitan land areas, and the State or portions thereof.

"Full-time" means working under the supervision of a licensed professional planner for a minimum of 35 hours per week.

"Part-time" means working under the supervision of a licensed professional planner for a minimum of 15 hours per week.

"Active participant in planning work" means full-time or its equivalent if accrued on a part-time basis.