

TOWN OF DOVER

COUNTY OF MORRIS

37 North Sussex Street, Dover N.J. 07801

(201) 366-2200

DEVELOPMENT CHECKLIST

FOR TOWN USE ONLY

Date Filed: _____

Application No.: _____

Applicant: _____

For Action By: Planning Board

Zoning Board of Adjustment

The following development checklist must be completed and submitted with the appropriate application(s) for the development. The checklist items are provided to the applicant as a simplified list of the information which must be filed in support of an application for development. Where the applicant feels that a required item is not necessary for an informed evaluation of his plans, a waiver may be requested from the appropriate Board, in writing. Unless a waiver is requested in writing and granted by the appropriate Board, if items required in the checklist are not provided with the application, the application shall be deemed incomplete. This Checklist is in accordance with §236-53 of the Code of the Town of Dover.

	BY APPLICANT			BY TOWN	
	<u>Provided</u>	<u>Request Waiver</u>	<u>Not Applic.</u>	<u>Provided</u>	<u>Waiver Granted</u>
Administrative					
1. Application form(s): 17 copies.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Completed Checklist form(s): 17 copies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Plans prepared by an appropriate licensed professional in accordance with state law: 17 hard copies (1 rolled and unstapled, 16 stapled and folded) and one (1) digital copy (PDF).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Signature and seal of the appropriate licensed profession who prepared the plans, on the plans.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Environmental impact statement in accordance with the requirements of §236-63 Environmental impact statement, if required: 17 copies.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Proof of payment of taxes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Certification from the applicant's engineer on any development application stating that no wetlands exist on the property in question, in accordance with the requirements of N.J.A.C. 7:7A, as amended and supplemented, or, in the alternative, any of the following: (a) An exemption certificate issued by the New Jersey Department of Environmental Protection indicating that no wetlands exist on the property in question. (b) A wetlands permit issued pursuant to the New Jersey Administrative Code. (c) A certification by the applicant's engineer that application has been made to the New Jersey Department of Environmental Protection for an exemption or wetlands permit. (d) The applicant shall, in addition, submit a map delineating the wetlands if, in fact, wetlands exist on the property.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. A complete submission package with appropriate fee, for the Morris County Planning Board for all applicable applications.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. All current tenants on the property must have a Certificate of Compliance, a copy of which shall be submitted with the Application, and If the most recent Certificates of Compliance is more than 180 days old at the time of the filing of the Application, a copy of a current exterior inspection report shall be secured from the Code Enforcement Department and submitted with the Application.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. A copy of the deed of the property and any deed restrictions, easements and/or covenants.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MINOR SUBDIVISION DEVELOPMENT CHECKLIST

	BY APPLICANT			BY TOWN	
	<u>Provided</u>	Request <u>Waiver</u>	Not <u>Applic.</u>	<u>Provided</u>	Waiver <u>Granted</u>
Minor Subdivision Application In addition to the Administrative Form, all minor subdivision development applications shall provide the following information:					
1. The date, scale, North arrow, block and lot numbers, zoning districts and dates of all revisions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. A key map showing the location of the tract to be considered in relation to surrounding area within 200 feet, including tax lots, streets and zone boundary lines.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. A signature box for the Chairman, Secretary and Engineer of the approving agency.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Existing structures and streams/waterbodies on adjacent properties.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. The names and addresses of the owner of the subject property, the applicant and the plan preparer and all property owners within 200 feet.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. The size of the tract to the nearest square foot and lot area of all proposed lots to the nearest square foot.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Existing contours (2' intervals) and spot elevations at building corners, tops and bottoms of walls and other appropriate locations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Dimensions of all lots, including bearings and distances of all existing and proposed lot lines.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. A designation of the permitted building envelope, including front, side and rear yard setbacks and required buffers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Rights-of-way, easements and all lands to be dedicated to the Town or reserved for specific use.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. The locations and dimensions of existing buildings and of all accessory structures, such as walls, fences, culverts, etc. Structures to be removed shall be indicated by dashed lines.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. All existing and proposed curbs and sidewalks.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. The locations of all existing public utilities along all street/public right of way frontages and property contained easements and adjacent easements, including:					
(a) all water mains and services with material and pipe sizes, valves and hydrants,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) all sanitary sewer lines including pipe size, material, manholes with rim and invert elevations,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) all storm sewer lines including pipe sizes, material, manholes, inlets and other drainage structures with rim and invert elevations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d) all gas, telephone, data and other underground utilities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(e) all overhead electric, telephone cable and data lines and services, including utility poles.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. A comparison of the zone regulations to the proposed development.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. A listing of variances required, together with filing of appropriate application.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Such other information or data as may be required by the Planning Board in order to determine that the details of the minor subdivision are in accord with the standards of the required ordinances.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. The designation and calculations of steep slope areas and their adjustment to the developable area of the property in accordance with § 236-21.2, Steep slope development restrictions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PRELIMINARY MAJOR SUBDIVISION DEVELOPMENT CHECKLIST

	BY APPLICANT			BY TOWN	
	<u>Provided</u>	<u>Request Waiver</u>	<u>Not Applic.</u>	<u>Provided</u>	<u>Waiver Granted</u>
Preliminary Major Subdivision Application					
In addition to the Administrative Form, all major subdivision, preliminary development applications shall provide the following information:					
1. The date, scale, North arrow, block and lot numbers, zoning districts and dates of all revisions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. A key map at a scale of one inch equals 200 feet minimum, showing surrounding streets and tax lots.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. A signature box for the Chairman, Secretary and Engineer of the approving agency.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Existing structures and streams/waterbodies on adjacent properties.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. The names and addresses of the owner of the subject property, the applicant and the plan preparer and all property owners within 200 feet.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. The size of the tract to the nearest square foot and the lot area of all proposed lots to the nearest square foot.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Existing contours (2' intervals) and spot elevations at building corners, tops and bottoms of walls and other appropriate locations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. All existing property lines, streets, buildings, watercourses, railroads, bridges, culverts, drain pipes and natural features, such as wooded areas and rock formations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. The dimensions of all lots, including bearings and distances of all existing and proposed lot lines.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Rights-of-way, easements and all lands to be dedicated to the Town or reserved for specific use.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. The locations and dimensions of existing buildings and of all accessory structures, such as walls, fences, culverts, etc. Structures to be removed shall be indicated by dashed lines.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Plan, profile and typical section of all proposed roads, including cross sections at fifty-foot minimum intervals.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. The locations of all existing public utilities along all street/public right of way frontages and property contained easements and adjacent easements, including:					
(a) all water mains and services with material and pipe sizes, valves and hydrants,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) all sanitary sewer lines including pipe size, material, manholes with rim and invert elevations,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) all storm sewer lines including pipe sizes, material, manholes, inlets and other drainage structures with rim and invert elevations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d) all gas, telephone, data and other underground utilities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(e) all overhead electric, telephone cable and data lines and services, including utility poles.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Plans of proposed utility layouts, including sanitary sewers, storm drains, water mains, gas lines, electric lines and cable television.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Connections to existing utility systems.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Delineation of all freshwater wetlands areas as defined under NJAC7:7A-1.4 – Freshwater Wetlands Protection Act Rules, on the property and within 50 feet of the property. All Regulated Activities as defined in NJAC7:7A-1.4 – Freshwater Wetlands Protection Act Rules, shall be delineated and identified on the plan.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PRELIMINARY MAJOR SUBDIVISION DEVELOPMENT CHECKLIST

17. Delineation of all floodways, flood hazard areas and riparian zones for regulated water on the property and within 50 feet of the property, including the top of bank, floodway line(s), flood hazard area limit line(s) and the flood hazard area design flood elevation. All Regulated Activities as defined in NJAC 7:13 – Flood Hazard Area Control Act Rules, shall be delineated and identified on the plan. If none of these items exist on the property or within 50’ of the property, a note stating such shall be provided on the plan.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. Soil erosion and sediment control plan.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19. Soil balance calculations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20. Drainage calculations for all required and proposed stormwater collection systems.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21. A Stormwater Management Plan in accordance with §236 – Article VB Stormwater Management for all applicable developments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22. All existing and proposed curbs and sidewalks.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23. Comparison of the zone regulations to the proposed development.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24. All variances requested, together with all appropriate applications.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25. Rights-of-way, easements and all land to be dedicated to the municipality or reserved for specific uses.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
26. A Soil Disturbance Plan containing all information required by §236- Article VII – Soil Disturbance.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27. A tree removal plan, if necessary.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
28. Such other information or data as may be required by the Planning Board in order to determine that the details of the minor subdivision are in accord with the standards of the required ordinances.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
29. The designation and calculations of steep slope areas and their adjustment to the developable area of the property in accordance with § 236-21.2, Steep slope development restrictions. [Added 7-13-2004 by Ord. No. 21-2004]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
30. A signed and sealed current property survey prepared by a licensed Land Surveyor depicting the property lines and current conditions on the property.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
31. If the plan is not signed by a licensed Land Surveyor, all existing planimetric features, existing building locations and existing contours shown on the site plan must reference a survey drawing prepared by a licensed Land Surveyor, and said survey, signed and sealed by a licensed Land Surveyor, shall accompany the drawing(s) as required by law.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FINAL MAJOR SUBDIVISION DEVELOPMENT CHECKLIST

	BY APPLICANT			BY TOWN	
	<u>Provided</u>	<u>Request Waiver</u>	<u>Not Applic.</u>	<u>Provided</u>	<u>Waiver Granted</u>
<p>Final Major Subdivision Application In addition to the Administrative Form, all major subdivision, final development applications shall provide the following information:</p>					
1. All checklist items required for a major subdivision preliminary plat. The plan shall reflect the as-built condition of all work completed under the preliminary approval if applicable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. The final plat prepared for filing in accordance with the Map Filing Law (N.J.S.A. 46:23-9.9 et seq.).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SITE PLAN - MINOR DEVELOPMENT CHECKLIST

	BY APPLICANT			BY TOWN	
	<u>Provided</u>	<u>Request Waiver</u>	<u>Not Applic.</u>	<u>Provided</u>	<u>Waiver Granted</u>
<p>Site Plan, Minor Application In addition to the Administrative Form, all site plan, minor applications shall provide the following information:</p>					
1. The date, scale, North arrow, block and lot numbers, zoning districts and dates of all revisions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. A key map showing the location of the tract to be considered in relation to the surrounding area within 500 feet, including tax lots, streets and zone boundary lines.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. A signature box for the Chairman, Secretary and Engineer of the approving agency.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. The names and addresses of the owner, applicant and plan preparer and all property owners within 200 feet.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. The size of the tract to the nearest square foot.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. A list of zone district requirements showing compliance with variances requested, together with all appropriate applications.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Existing and proposed contours (2' intervals) and elevations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Delineation of all freshwater wetlands areas as defined under NJAC7:7A-1.4 – Freshwater Wetlands Protection Act Rules, on the property and within 50 feet of the property. All Regulated Activities as defined in NJAC7:7A-1.4 – Freshwater Wetlands Protection Act Rules, shall be delineated and identified on the plan.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Delineation of all floodways, flood hazard areas and riparian zones for regulated water on the property and within 50 feet of the property, including the top of bank, floodway line(s), flood hazard area limit line(s) and the flood hazard area design flood elevation. All Regulated Activities as defined in NJAC 7:13 – Flood Hazard Area Control Act Rules, shall be delineated and identified on the plan. If none of these items exist on the property or within 50' of the property, a note stating such shall be provided on the plan. (9)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. The location, use and floor area of each proposed structure.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. The location, design and capacity of proposed off-street parking and loading facilities, pedestrian circulation plans and solid waste and recyclable materials storage. [Amended 8-13-2002 by Ord. No. 21-2002]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. A landscaping plan, including the types, quantity, size and location of all proposed vegetation with planting details. The scientific and common names of all vegetation shall be included.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Rights-of-way, easements and all lands to be dedicated to the municipality or reserved for specific uses.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. A comparison of the zone regulations to the proposed development.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Bearings and distances of all lot lines.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Designation of front yards, side yards and rear yards.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SITE PLAN - MINOR DEVELOPMENT CHECKLIST

<p>17. Such other information or data as may be required by the Planning Board in order to determine that the details of the site plan are in accord with the standards of the required ordinances.</p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<p>18. The designation and calculations of steep slope areas and their adjustment to the developable area of the property in accordance with § 236-21.2, Steep slope development restrictions, where applicable. [Added 7-13-2004 by Ord. No. 21-2004]</p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<p>19. A signed and sealed current property survey prepared by a licensed Land Surveyor depicting the property lines and current conditions on the property.</p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<p>20. If the site plan is not signed by a licensed Land Surveyor, all existing planimetric features, existing building locations and existing contours shown on the site plan must reference a survey drawing prepared by a licensed Land Surveyor, and said survey, signed and sealed by a licensed Land Surveyor, shall accompany the site plan drawing(s) as required by law.</p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<p>21. The locations of all existing public utilities along all street/public right of way frontages and property contained easements and adjacent easements, including:</p> <ul style="list-style-type: none"> (a) all water mains and services with material and pipe sizes, valves and hydrants, (b) all sanitary sewer lines including pipe size, material, manholes with rim and invert elevations, (c) all storm sewer lines including pipe sizes, material, manholes, inlets and other drainage structures with rim and invert elevations. (d) All gas, telephone, data and other underground utilities. (e) all overhead electric, telephone cable and data lines and services, including utility poles. (f) all overhead electric, telephone cable and data lines and services, including utility poles. 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

PRELIMINARY MAJOR SITE PLAN DEVELOPMENT CHECKLIST

	BY APPLICANT			BY TOWN	
	<u>Provided</u>	<u>Request Waiver</u>	<u>Not Applic.</u>	<u>Provided</u>	<u>Waiver Granted</u>
Preliminary Major Site Plan Application					
In addition to the Administrative Form, all site plan, preliminary major development applications shall provide the following information:					
1. The date, scale, North arrow, block and lot numbers, zoning districts and dates of all revisions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. A key map showing the location of the tract to be considered in relation to surrounding area within 500 feet, including tax lots, streets and zone boundary lines.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. A signature box for the Chairman, Secretary and Engineer of the approving agency.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. The names and addresses of the owner, applicant and plan preparer and all property owners within 200 feet.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. The size of the tract to the nearest square foot.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. A list of zone district requirements showing compliance with variances requested together with all appropriate applications.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Existing contours (2' intervals) and spot elevations at building corners, tops and bottoms of walls and other appropriate locations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Delineation of all freshwater wetlands areas as defined under NJAC7:7A-1.4 – Freshwater Wetlands Protection Act Rules, on the property and within 50 feet of the property. All Regulated Activities as defined in NJAC7:7A-1.4 – Freshwater Wetlands Protection Act Rules, shall be delineated and identified on the plan.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Delineation of all floodways, flood hazard areas and riparian zones for regulated water on the property and within 50 feet of the property, including the top of bank, floodway line(s), flood hazard area limit line(s) and the flood hazard area design flood elevation. All Regulated Activities as defined in NJAC 7:13 – Flood Hazard Area Control Act Rules, shall be delineated and identified on the plan. If none of these items exist on the property or within 50' of the property, a note stating such shall be provided on the plan. (9)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. The locations of all existing public utilities along all street/public right of way frontages and property contained easements and adjacent easements, including:					
(a) all water mains and services with material and pipe sizes, valves and hydrants,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) all sanitary sewer lines including pipe size, material, manholes with rim and invert elevations,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) all storm sewer lines including pipe sizes, material, manholes, inlets and other drainage structures with rim and invert elevations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d) all gas, telephone, data and other underground utilities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(e) all overhead electric, telephone cable and data lines and services, including utility poles.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. The location, use and floor area of each proposed structure.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. The location of all proposed roads.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. The location, design and capacity of proposed off-street parking and loading facilities, pedestrian circulation plans and solid waste and recyclable materials storage.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PRELIMINARY MAJOR SITE PLAN DEVELOPMENT CHECKLIST

14. Plan and profile of proposed storm drainage facilities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Plan and profile of sanitary sewer facilities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Plans for potable water supply.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. The location and identification of proposed open space, park or recreation area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. Soil erosion and sediment control plan.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19. A landscaping plan, including the types, quantity, size and location of all proposed vegetation with planting details. The scientific and common names of all vegetation shall be included.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20. Lighting plan, including direction of illumination, types of standards and power and time of proposed outdoor lighting.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21. Rights-of-way, easements and all lands to be dedicated to the municipality or reserved for specific uses.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22. A comparison of the zone regulations to the proposed development.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23. Bearings and distances of all lot lines.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24. Designation of front yards, side yards and rear yards.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25. A soil removal plan for all soil to be taken from the site.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
26. A soil fill plan for all soil to be brought to the site.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27. A tree removal plan, if necessary.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
28. Drainage calculations for all proposed drainage facilities, including an analysis of the capacity of downstream facilities and their ability to receive proposed added flow.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
29. A Stormwater Management Plan in accordance with §236 – Article VB Stormwater Management for all applicable developments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
30. Such other information or data as may be required by the Planning Board in order to determine that the details of the site plan are in accord with the standards of the required ordinances.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
31. The designation and calculations of steep slope areas and their adjustment to the developable area of the property in accordance with § 236-21.2, Steep slope development restrictions. [Added 7-13-2004 by Ord. No. 21-2004]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PRELIMINARY MAJOR SITE PLAN DEVELOPMENT CHECKLIST

32. A signed and sealed current property survey prepared by a licensed Land Surveyor depicting the property lines and current conditions on the property.		
33. If the site plan is not signed by a licensed Land Surveyor, all existing planimetric features, existing building locations and existing contours shown on the site plan must reference a survey drawing prepared by a licensed Land Surveyor, and said survey, signed and sealed by a licensed Land Surveyor, shall accompany the site plan drawing(s) as required by law.		

FINAL MAJOR SITE PLAN CHECKLIST

	BY APPLICANT			BY TOWN	
	<u>Provided</u>	Request <u>Waiver</u>	Not <u>Applic.</u>	<u>Provided</u>	Waiver <u>Granted</u>
<p>Final Major Site Plan Application In addition to the Administrative Form, all major subdivision, final development applications shall provide the following information:</p>					
<p>1. All checklist items required for a major subdivision, preliminary plat. The plan shall reflect the as-built condition of all work completed under the preliminary approval if applicable.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

VARIANCE & WAIVER OF SITE PLAN CHECKLIST

	BY APPLICANT			BY TOWN	
	<u>Provided</u>	Request <u>Waiver</u>	Not <u>Applic.</u>	<u>Provided</u>	Waiver <u>Granted</u>
<p>Variance and Waiver of Site Plan Application In addition to the Administrative Form, all variance applications that are not a part of any other development application or waiver of site plan review shall provide the following information</p>					
1. A signed and sealed current property survey prepared by a licensed Land Surveyor depicting the property lines and current conditions on the property and 17 copies (6 copies for expedited waiver of site plan).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. A sketch of the proposed development superimposed on a copy of the property survey, with dimensions and distances to adjacent structures and property lines. The sketch shall include all existing and proposed uses on the property, geometrically delineated.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. The designation and calculations of steep slope areas and their adjustment to the developable area of the property in accordance with § 236-21.2, Steep slope development restrictions, where applicable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AMENDED SITE PLAN OR SUBDIVISION SITE PLAN CHECKLIST

	BY APPLICANT			BY TOWN	
	<u>Provided</u>	<u>Request Waiver</u>	<u>Not Applic.</u>	<u>Provided</u>	<u>Waiver Granted</u>
<p>Amended Site Plan or Subdivision In addition to the Administrative Form, all amended site plan or subdivision applications shall provide the following information:</p>					
<p>1. A complete set of the previously approved site plan or subdivision plan and approving Resolution(s), clearly marked with all revisions/amendments being sought.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>