

Submission Item No. and Description	Informal Review/ Concept Plan	Minor Application			Major Application			
		Sign Plan	Sub- division	Site Plan	Subdivision		Site Plan	
					Preliminary	Final	Preliminary	Final
10. North arrow, graphic scale and written scale.	X		X	X	X	X	X	X
11. Proof from the Borough Tax Assessor that taxes are current.	X	X	X	X	X	X	X	X
12. Signature blocks for Chairman, Secretary, Clerk & Municipal Engineer.		X	X	X	X	X	X	X
13. Appropriate certification blocks as required by Map Filing Law.						X		
14. Monuments as specified by Map Filing Law or Borough Ordinance.						X		
15. Date of current property survey.	X		X	X	X	X	X	X
16. Plan submittals in one (1) of three (3) standardized sheets: 30" x 42" - 24" x 36" - 15" x 21"	X		X	X	X	X	X	X

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<p>17. Subdivision scale requirements:</p> <p>A. Less than .75 acre lots; scale no smaller than 1"=50', by 1"-10' increments</p> <p>B. .75 or greater 1"=100'</p> <p>NOTE: If more than one sheet is needed for development design, an overall subdivision tract map will be provided on one sheet.</p>	<p>X</p> <p>X</p>		<p>X</p> <p>X</p>			<p>X</p> <p>X</p>	<p>X</p> <p>X</p>	<p>X</p> <p>X</p>
<p>18. Site Plan scale requirement:</p> <p>A. less than 1 acre; scale no smaller than 1"=30', by 1"=10' increments</p> <p>B. 1 acre and large, scale 1"=50'</p> <p>NOTE: If more than one sheet is needed for development design, an overall site plan map will be provided on one sheet.</p>	<p>X</p> <p>X</p>			<p>X</p> <p>X</p>			<p>X</p> <p>X</p>	<p>X</p> <p>X</p>

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24. Size and location of any existing or proposed structures with all setbacks dimensioned (general location for informal review/concept plan).	X	X	X	X	X	X	X	X
25. Location and dimensions of any existing or proposed streets (general location for informal review/concept plan).	X		X		X	X	X	X
26. All proposed lot lines and area of lots in square feet (informal review/concept plan).	X		X		X	X	X	X
27. Copy of and delineation of any existing or proposed deed restrictions or covenants.	X existing		X	X	X	X	X	X
28. Any existing or proposed easement or land reserved for or dedicated to public or private use.	X	X	X	X	X	X	X	X
29. Development stages or staging plans.	X				X	X	X	X

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30. List of required regulatory approval or permits.			X		X	X	X	X
31. List of variances required or requested.		X	X	X	X	X	X	X
32. Requested or obtained design waivers or exceptions.			X		X	X	X	X
33. Payment of application/escrow fees.	X	X	X	X	X	X	X	X
34. Property owners and property lines of all parcels within 200' identified on most recent tax map sheet.			X		X	X	X	X

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35. Indicate existing land uses within 200 feet.		X	X		X	X	X	X
36. All existing streets, water courses, floodways or flood hazard areas, depth to seasonal high water table 0-1', soils, wooded areas with trees measuring 8" or greater caliper (4' above ground), wetlands or other environmentally sensitive areas on and within 200' of site.	X (general)		X	X ¹	X	X	X	X
37. Copy of Letter of Exemption from the Bureau of Flood Plain Management, NJDEP, and documents sent with application for Letter from NJDEP, if issued.			X		X	X	X	X
38. Stream Encroachment Permit from the Bureau of Flood Plain Management, NJDEP, if issued.			X		X	X	X	X

¹ Flood hazard area and existing trees in area of proposed disturbance.

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39. Map showing the Stream Encroachment area at a scale being used by the applicant for his submission.			X		X	X	X	X
40. Copy of Letter of Interpretation for Wetlands from the Land Use Regulations, NJDEP, and documents sent with application for Letter from NJDEP, if issued.			X		X	X	X	X
41. Map showing wetlands delineation at the same scale as the development plan, if applicable.			X		X	X	X	X
42. Existing rights-of-way and/or easements on and within 200' of tract.	X		X	X ²	X	X	X	X
43. Topographical features of subject property from U.S.G.S. map.	X		X					

² On or adjacent to tract

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44. Existing and proposed contour intervals based on U.S.C. and G.S. datum. Contours to extend at least 200' beyond subject property as follows: up to 15% grade=2', over 15%=5'. Proposed grading shall overlay existing vegetation.					X		X	X
45. Boundary, limits, nature and extent of wooded areas, specimen trees, and other significant physical features (detail may vary).	X (general)		X	X ³	X		X	X
46. Existing system of drainage of subject site and of any larger tract or basin of which it is a part.					X		X	X
47. Drainage area map.					X		X	X
48. Drainage calculations.			X		X		X	X

³ Within area of disturbance

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49. Percolation tests (if applicable).			X		X		X	
50. Proposed utility infrastructure plans and profiles and supplier of resources, including sanitary sewer, water, storm water management, telephone, electric and cable TV.			X	X	X		X	X
51. Soil Erosion and Sediment Control Plan (if applicable). (to be submitted as a separate package)			X		X		X	X
52. Environmental Impact Statement					X		X	
53. Spot and finished elevations at all property corners, corners of all structures or dwellings, existing or proposed first floor elevations and general location of buildings.	X			X	X		X	X

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54. Construction details as required by ordinance for proposed improvements		X			X		X	X
55. Road and paving cross-sections and profiles.					X		X	X
56. Proposed street names.					X	X	X	X
57. New block and lot numbers as assigned by local assessor.			X		X	X		
58. Lighting plan & details for proposed or replacement lighting This shall include location, height, wattage, pattern and footcandles.		X		X	X		X	
59. Landscape plan overlaid on grading plan, with a corresponding plant list, planting details and tree protection details. Plant list should include: botanical name, common name, quantity, size at time of planting, root condition, and spacing.		X		X	X		X	X

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60. Solid waste management plan. Must include storage location of waste and recycling and proposed screening (if applicable).				X			X	X
61. Site identification signs, traffic control signs, and directional signs. Submit elevations and details including method of illumination.		X		X	X		X	X
62. Sight triangles		X	X	X	X	X	X	X
63. Vehicular and pedestrian circulation patterns including handicap access (less detail necessary for informal review/concept plan/minor site plan).	X (general)			X	X (general)		X	X
64. Parking plan showing spaces, size and type, aisle width, curb cuts, drives, driveways, and all ingress and egress areas and dimensions.			X	X	X		X	X

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65. Mounted renderings of site plan/subdivision layout.	X				X	X	X	X
66. Preliminary architectural plans showing the floor plan, front, rear, and side building elevations of all proposed buildings or building additions. Must include the proposed building floor area.				X			X	X
67. Building isometrics.							X	X
68. Traffic Impact Statement.					X		X	
69. A schedule of required sign standards, such as sign area and sign height.		X		X	X	X	X	X
70. A Schedule of the lot size and area of disturbance, to the nearest 1/10 th of an acre, of each existing or proposed lot.			X	X	X	X	X	X

