

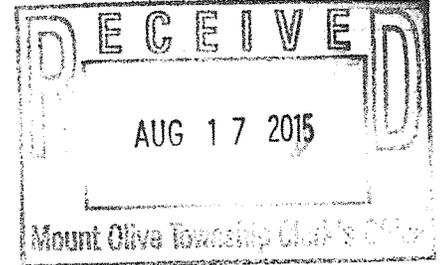


Borough of Netcong

23 MAPLE AVENUE
NETCONG, NEW JERSEY 07857
TEL 973-347-0252 FAX 973-347-3020

8/17/15
cc: Plan Admin
Admin

August 14, 2015



TO: Borough of Stanhope
Township of Mt. Olive
Township of Roxbury
Borough of Hopatcong

The following Ordinance - #2015-10 – “AN ORDINANCE AMENDING CHAPTER 194, LAND DEVELOPMENT PROCEDURES OF THE CODE OF THE BOROUGH OF NETCONG AND ESTABLISHING ADMINISTRATIVE AND APPLICATION CHECKLISTS” was introduced by the Mayor and Council of Netcong on August 13, 2015. A public hearing will be held on September 10, 2015 when said Governing Body will further consider same for second reading and final adoption. The public hearing and final adoption will be held at 7:30 p.m. at the Municipal Building, 23 Maple Avenue, Netcong, N.J.

If you have any comments or questions regarding the above referenced ordinance, please contact me at 973-347-0252 Ext. 105 or email me at ceckert@netcong.org.

Sincerely,

Cynthia Eckert
Borough Clerk

AN ORDINANCE AMENDING CHAPTER 194, LAND DEVELOPMENT PROCEDURES OF THE CODE OF THE BOROUGH OF NETCONG AND ESTABLISHING ADMINISTRATIVE AND APPLICATION CHECKLISTS.

BE IT ORDAINED by the Borough Council of the Borough of Netcong, in the County of Morris and State of New Jersey, as follows:

SECTION 1. Chapter 194, Land Development Procedures, Article VI, Site Plan Review, Section 194-40, "Submission of Plans; requirements", shall be amended by the inclusion of the following new section "E" as follows:

"E. In addition to such requirements as may be enumerated above, all applications for preliminary and/or final site plan approval shall contain such information and details as required in the Administrative and applicable Technical Checklists as provided in Schedule II, Checklists, as incorporated at the end of this Chapter, for the purpose of completeness of the application, subject to such waivers as the Planning Board, in its discretion, shall permit."

SECTION 2. Chapter 194, Land Development Procedures, Article VII, Subdivision of Land, Section 194-45, "Sketch plat and minor subdivision approval", Subsection B, "Procedure" shall be amended by the inclusion of the following new subsection "(2)(i)" as follows:

"(2)(i). In addition to such requirements as may be enumerated above, all applications for minor subdivision approval shall contain such information and details as required in the Administrative and applicable Technical Checklists as provided in Schedule II, Checklists, as incorporated at the end of this Chapter, for the purpose of completeness of the application, subject to such waivers as the Planning Board, in its discretion, shall permit."

SECTION 3. Chapter 194, Land Development Procedures, Article VII, Subdivision of Land, Section 194-48, "Plat Details", shall be amended by the inclusion of the following new section "E" as follows:

"E. In addition to such requirements as may be enumerated above, all applications for preliminary and/or final subdivision approval shall contain such information and details as required in the Administrative and applicable Technical Checklists as provided in Schedule II, Checklists, as incorporated at the end of this Chapter, for the purpose of completeness of the application, subject to such waivers as the Planning Board, in its discretion, shall permit."

SECTION 4. Chapter 194, Land Development Procedures, shall be amended by the inclusion of the following new Schedule II at the end of the Chapter designated as "Schedule II, Checklists" and shall include such forms entitled "Administrative Checklist," "Technical Checklist Preliminary Site Plan," "Technical Checklist Final Site Plan," "Technical Checklist Preliminary Major Subdivision," "Technical Checklist Final Major Subdivision," and "Technical Checklist Minor Subdivision," such forms being appended hereto and incorporated herein.

SECTION 5. This Ordinance may be renumbered for codification purposes.

SECTION 6. All ordinances or parts of ordinances in conflict or inconsistent with any part of this Ordinance are hereby repealed to the extent that they are in such conflict or inconsistent.

SECTION 7. In the event that any section, part or provision of this Ordinance shall be held to be unenforceable or invalid by any court, such holding shall not affect the validity of this Ordinance as a whole, or any part thereof, other than the part so held unenforceable or invalid.

SECTION 8. This Ordinance shall take effect after final passage and publication as soon as practicable and in the manner provided by law.

NOTICE IS HEREBY GIVEN, that the foregoing Ordinance was introduced in writing at a meeting of the Borough Council of the Borough of Netcong, County of Morris and State of New Jersey, held on the 13 day of August, 2015 introduced and read by title and passed on the first reading and that the said Governing Body will further consider the same for second reading and

final passage thereon at a meeting to be held on the 10 day of September, 2015 at 7:30 p.m., prevailing time, at the Municipal Building in said Borough, at which time and place a public hearing will be held thereon by the Governing Body and all persons and citizens in interest shall have an opportunity to be heard concerning same.

ATTEST:

Cynthia Eckert, Clerk
Introduced: 8/13/15
Adopted:
Published:
:

By: _____
Joseph A. Nametko, Mayor

**ADMINISTRATIVE CHECKLIST
NETCONG BOROUGH**

NAME OF APPLICANT: _____
DATE SUBMITTED: _____
PROJECT NAME: _____
BLOCK(S) & LOT(S) _____

Check appropriate box. Attach a sheet which explains reasons for any waivers requested.

ITEM NO.	PLAN REQUIREMENT	PROVIDED	NOT APPLICABLE	WAIVER REQUESTED
1	Completed Application Forms (15 Copies)			
2	For preliminary site plan or preliminary subdivision applications: a. Four (4) full size sets of the plan addressing all requirements of the applicable checklist. b. 11 reduced size sets of plans on 11" X 17" c. 15 copies of building plans showing elevations and floor plans of any proposed building (Site plans only)			
3	For final site plan or final subdivision applications: a. Four (4) full size copies of the final plat for final subdivisions b. 11 reduced size copies of final plat on 11" X 17" for final subdivisions c. four (4) full size copies of as-built plans showing any improvements which have been constructed at the time of application.			
4	Completed and signed administrative and technical Checklist(s) which would be applicable to the application.			
5	Application Fees and escrow deposits paid. (Provide calculations for application fees and escrow deposits.)			
6	Site inspection authorization form. (One original and 14 copies)			
7	Corporation or Partnership Form. (One original and 14 copies)			
8	Affidavit of Ownership and Authorization Form. (One original and 14 copies)			
9	Certification of payment of taxes, liens and assessment by the tax collector. (One original and 14 copies)			
10	A listing of all variance requests, design waiver requests, and checklist waiver requests (One original and 14 copies)			
11	Compliance with Legal notice requirements. (Must be submitted not later than seven (7) days prior to regular meeting.)			

**TECHNICAL CHECKLIST
PRELIMINARY SITE PLAN
NETCONG BOROUGH**

NAME OF APPLICANT: _____

DATE SUBMITTED: _____

PROJECT NAME: _____

BLOCK(S) & LOT(S) _____

Check appropriate box. Attach a sheet which explains reasons for any waivers request.

ITEM NO.	PLAN REQUIREMENT	PROVIDED	NOT APPLICABLE	WAIVER REQUESTED
1	Plans drawn, signed and sealed by appropriate New Jersey licensed professional person(s) pursuant to 13:40-7 et.seq.			
2	Scale to be not smaller than 1"=100'.			
3	Key map showing the subject property and all lands within 200 feet thereof with existing streets and zone boundaries			
4	Map sizes permitted: 8-1/2" x 11" 8-1/2" x 14" 11" x 17" 15" x 21" 24" x 36"			
5	Plans should contain the following: a. Name of Development b. Name and Address of owner. c. Name and address of developer d. Date of preparation e. Block(s) and lots developed f. Name, address, signature, seal and license number of person preparing plans.			
6	Graphic and written scale. Reference meridian.			
7	Revision box and date of each revision.			
8	Survey of the subject property, prepared by a New Jersey licensed surveyor, showing the location of the portion to be divided there from, giving all distances and showing all roads abutting or traversing the property. Development boundaries shall be clearly delineated with metes & bounds.			
9	A list of all property owners within 200' as disclosed by the most recent tax records			
10	Any municipal limits within 200 feet of the development and the names of the adjoining municipalities shown on key map.			
11	Existing property lines with metes and bounds description.			
12	Existing streets, both public and private, showing the right-of-way width and width of the traveled way.			
13	Existing structures which are to remain and proposed structures with dimensions and setbacks to all property lines.			
14	Existing and proposed parking spaces and loading areas.			

**TECHNICAL CHECKLIST
PRELIMINARY SITE PLAN
NETCONG BOROUGH**

ITEM NO.	PLAN REQUIREMENT	PROVIDED	NOT APPLICABLE	WAIVER REQUESTED						
15	All existing physical features on the property including but not limited to driveways, sidewalks streams, wetlands, floodplains, railroads, bridges, drainage, trees, utilities, public and private easements and reservations.									
16	Zone data box showing a. Zone District(s) b. required and proposed									
17	Area of the existing subject property									
18	Sufficient elevations or contours onsite and up to 50 feet beyond the limits of disturbance. 2' Contour interval for slopes up to 20%. Contour interval of 10' for slopes in excess of 20% 10' Contour interval for slopes in excess of 10%.									
19	Location of all structures, sidewalks and driveways within 100 feet of the property.									
20	Stormwater Management Plan/Report in accordance with municipal ordinances including plans and computations for any storm sewer systems.									
21	Available sight distance at all existing and/or proposed driveway which will be servicing the site.									
22	For properties involving a corner lot or lots, the required sight triangle easements.									
23	Setback lines based on zone requirements.									
24	Location of existing utilities onsite and within 50 feet of the site including: a. Utility lines & poles, gas, etc. b. Sanitary sewer lines. c. Storm sewers. d. Water lines									
25	Plans and profiles for existing and proposed: a. storm sewers b. sanitary sewers c. water mains									
26	Location, use and width of all existing and proposed easement on the property.									
27	The plan shall include the signature block below: Approved by the Netcong Borough Land-Use Board <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%; border-bottom: 1px solid black;">Chairperson</td> <td style="width: 20%; border-bottom: 1px solid black;">Date</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Board Secretary</td> <td style="border-bottom: 1px solid black;">Date</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Board Engineer</td> <td style="border-bottom: 1px solid black;">Date</td> </tr> </table>	Chairperson	Date	Board Secretary	Date	Board Engineer	Date			
Chairperson	Date									
Board Secretary	Date									
Board Engineer	Date									
28	Wetlands areas and proposed transition areas delineated by a qualified professional or a statement indicating no wetlands exist on the property.									
29	Public improvements construction plans for improvements to existing streets including: a. centerline, geometry b. Road profiles c. Road cross sections 50' on center. d. Grading plan showing existing and proposed contours.									

**TECHNICAL CHECKLIST
PRELIMINARY SITE PLAN
NETCONG BOROUGH**

ITEM NO.	PLAN REQUIREMENT	PROVIDED	NOT APPLICABLE	WAIVER REQUESTED
30	Erosion and Sediment Control plan			
31	Landscape Plan showing proposed landscaping including species and size of plant materials.			
32	Circulation plan showing: a. Location of off-street parking. b. Traffic improvements such as signals, signs, and channelization. c. Pedestrian Circulation d. Loading and unloading bays. e. Proposed vehicular access including curb cuts. f. Traffic circulation around the site.			
33	Lighting plan showing: a. Location of site lights. b. Height of site lights. c. Construction details of light fixtures and poles.			
34	Plan showing signs as follow: a. Location of traffic control signs. b. Developments signs. c. Appropriate sign details showing size, height, materials and lighting.			
35	Preliminary elevations and plans of any proposed buildings showing windows and doors, roof treatments, floor plan of each floor of the building.			
36	Environmental Impact Assessment including the following a. Plan and description of the proposed development. b. Inventory of existing natural resources. c. Assessment of environmental impacts. d. Unavoidable adverse environmental impacts. e. Steps to minimize adverse environmental impacts. f. Details and matter to be evaluated include: 1. Sewage Facilities 2. Water Supply 3. Storm water 4. Stream encroachments 5. Flood plains 6. Wetlands 7. Solid waste disposal 8. Air Pollution 9. Traffic 10. Social/Economic 11. Aesthetics 12. Required Licenses, permits, etc.			
37	A copy of all existing protective covenants or deed restrictions of every nature affecting the subject property including a statement as to whether such deeds or covenants are of record.			

**TECHNICAL CHECKLIST
PRELIMINARY SITE PLAN
NETCONG BOROUGH**

ITEM NO.	PLAN REQUIREMENT	PROVIDED	NOT APPLICABLE	WAIVER REQUESTED
38	Copy of the current deed of record and a copy of the title insurance policy for the property when purchased if available.			-----
39	All public property and property proposed to be dedicated in the tract, accurately outlined and described with existing or proposed uses designated.			
40	All construction details for proposed improvements.			

**TECHNICAL CHECKLIST
FINAL SITE PLAN
NETCONG BOROUGH**

NAME OF APPLICANT: _____
 DATE SUBMITTED: _____
 PROJECT NAME: _____
 BLOCK(S) & LOT(S) _____

Check appropriate box. State reasons for any waivers requested.

ITEM NO.	PLAN REQUIREMENT	PROVIDED	NOT APPLICABLE	WAIVER REQUESTED
1	Plans drawn, signed, and sealed by appropriate New Jersey licensed professional persons(s) pursuant to 13:40-7 et. seq.			
2	Scale to be not smaller than 1"=100'.			
3	Map sizes permitted: 8-1/2" x 11", 8-1/2" x 14", 11" x 17", 15" x 21", 24" x 36"			
4	The final subdivision plat shall provide all information as required by the New Jersey Map Filing Law (P.L. 1960, c.141 as amended)			
5	<p>As-built plans of the development prepared by an New Jersey Licensed Surveyor showing all improvements constructed to date if any. The as-built plans shall include the following:</p> <ul style="list-style-type: none"> • Property lines for the subject property the with metes and bounds description • Graphic and written scale • Reference Meridian • As-built profiles of the utilities • Key map showing Any municipal limits within 200 feet of the development and the names of the adjoining municipalities shown on key map. • Zone data box showing <ul style="list-style-type: none"> a. Zone District(s) b. Required and proposed lot area c. Required and proposed minimum lot width Required and proposed minimum setbacks d. Other applicable zone requirements • Existing streets abutting the property, both public and private, showing the right-of-way width and width of the traveled way. • Existing structures which are to remain with dimensions and setbacks to all property lines. • All existing physical features on the property including but not limited to driveways, sidewalks streams, wetlands, floodplains, railroads, bridges, drainage, trees, utilities, public and private easements and reservations. • Location and width of sidewalks within the site and abutting the subject property • Location and width of driveways, delineation of parking spaces, handicapped parking, loading areas, walls, fences and any other miscellaneous items constructed on the site. • Wetlands areas and proposed transition areas delineated by a qualified professional and approved by the NJDEP • Sight triangle easements in accordance with approved preliminary plan. • Setback lines for property based on zone requirements. • Location of Shade trees and associated site landscaping • Location of site lights; • Location of traffic control signs. • Location of any freestanding developments signs. 			

TECHNICAL CHECKLIST

FINAL SITE PLAN NETCONG BOROUGH

ITEM NO.	PLAN REQUIREMENT	PROVIDED	NOT APPLICABLE	WAIVER REQUESTED						
6.	<p>The as-built plan shall include the signature block below:</p> <p>Approved by the Netcong Borough Land-Use Board</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; border-bottom: 1px solid black; padding: 2px;">Chairperson</td> <td style="width: 30%; border-bottom: 1px solid black; padding: 2px;">Date</td> </tr> <tr> <td style="border-bottom: 1px solid black; padding: 2px;">Board Secretary</td> <td style="border-bottom: 1px solid black; padding: 2px;">Date</td> </tr> <tr> <td style="border-bottom: 1px solid black; padding: 2px;">Board Engineer</td> <td style="border-bottom: 1px solid black; padding: 2px;">Date</td> </tr> </table>	Chairperson	Date	Board Secretary	Date	Board Engineer	Date			
Chairperson	Date									
Board Secretary	Date									
Board Engineer	Date									
7.	A copy of all existing and proposed protective covenants or deed restrictions of every nature affecting the subject property including a statement as to whether such deeds or covenants are of record									
8.	All public property and property proposed to be dedicated within the tract, accurately outlined and described with existing or proposed uses designated									
9.	Stormwater Management Maintenance Plan addressing all provisions of Chapter 8 of the New Jersey Stormwater Best Management Practices Manual.									
10.	Location and use of all property to be reserved by covenant in the deed for the common use of all property owners or otherwise									
11.	A written estimate of construction costs for all public improvements proposed to be constructed but that have not been completed at the time of application.									
12.	List of any deviations from the requirements of the approved preliminary subdivision plan or an affidavit indicating the construction plans are in compliance with the approved preliminary subdivision approval.									
13.	Affidavit from applicant with reasonable supporting documentation verifying compliance with all terms and conditions of the preliminary approval									
14.	Affidavit from Applicant, indicating that the final site plan is identical to the preliminary plan. If not, list specific changes with respect to any deviations.									
15.	A deed, including a legal description by bearings and distances with corresponding area in square feet and/or acres of all lands to be dedicated for public use, i.e. easements, roads, etc.									

**TECHNICAL CHECKLIST
MINOR SUBDIVISION
NETCONG BOROUGH**

NAME OF APPLICANT: _____

DATE SUBMITTED: _____

PROJECT NAME: _____

BLOCK(S) & LOT(S) _____

Check appropriate box. Attach a sheet which explains reasons for any waivers request.

ITEM NO.	PLAN REQUIREMENT	PROVIDED	NOT APPLICABLE	WAIVER REQUESTED
1	Plans drawn, signed and sealed by appropriate New Jersey licensed professional person(s) pursuant to 13:40-7 et.seq.			
2	Scale to be not smaller than 1"=100'.			
3	Key map showing the subject property and all lands within 200 feet thereof with existing streets and zone boundaries			
4	<u>Map sizes permitted:</u> 8-1/2" x 11" 8-1/2" x 14" 11" x 17" 15" x 21" 24" x 36"			
5	Plans should contain the following: a. Name of Development b. Name and Address of owner. c. Name and address of developer d. Date of preparation e. Block(s) and lots developed f. Name, address, signature, seal and license number of person preparing plans.			
6	Graphic and written scale. Reference meridian.			
7	Survey of the subject property, prepared by a New Jersey licensed surveyor, showing the location of the portion to be divided there from, giving all distances and showing all roads abutting or traversing the property. Development boundaries shall be clearly delineated with metes & bounds.			
8	A list of all property owners within 200' as disclosed by the most recent tax records			
9	Any municipal limits within 200 feet of the development and the names of the adjoining municipalities shown on key map.			
10	Existing and proposed property lines with metes and bounds description.			
11	Existing streets, both public and private, showing the right-of-way width and width of the traveled way.			
12	Existing structures with dimensions and setbacks to all property lines.			

**TECHNICAL CHECKLIST
MINOR SUBDIVISION
NETCONG BOROUGH**

ITEM NO.	PLAN REQUIREMENT	PROVIDED	NOT APPLICABLE	WAIVER REQUESTED						
13	All existing physical features on the property including but not limited to driveways, sidewalks streams, wetlands, floodplains, railroads, bridges, drainage, trees, utilities, public and private easements and reservations.									
14	Zone data box showing a. Zone District(s) b. required and proposed Area Lot width Setbacks Other applicable zone requirements									
15	Area of existing and proposed lots									
16	Location of all structures and driveways within 100 feet of the property.									
17	Stormwater Management Plan/Report in accordance with the Residential Site Improvement Standards and/or municipal ordinances if the area of disturbance equals or exceeds one acre .									
18	For plats involving a corner lot or lots, the required sight triangle easements.									
19	Setback lines for each of the proposed lots based on zone requirements.									
20	Soil erosion and sediment control plan when land disturbance if land disturbance is proposed.									
21	Sketch of proposed layout or disposition of any remaining lands.									
22	Location of existing utilities onsite and within 50 feet of the site including: a. Utility lines b. Sanitary sewer lines. c. Storm sewers. c. Water lines									
23	A copy of all existing protective covenants or deed restrictions of every nature affecting the property including a statement as to whether such deeds or covenants are of record.									
24	Copy of the current deed of record and a copy of the title insurance policy for the property when purchased if available.									
25	The plan shall include the signature block below: Approved by the Netcong Borough Land-Use Board <table style="width: 100%; border: none;"> <tr> <td style="width: 80%; border: none;">Chairperson</td> <td style="width: 20%; border: none;">Date</td> </tr> <tr> <td style="border: none;">Board Secretary</td> <td style="border: none;">Date</td> </tr> <tr> <td style="border: none;">Board Engineer</td> <td style="border: none;">Date</td> </tr> </table>	Chairperson	Date	Board Secretary	Date	Board Engineer	Date			
Chairperson	Date									
Board Secretary	Date									
Board Engineer	Date									
26	All public property and property proposed to be dedicated in the tract, accurately outlined and described with existing or proposed uses designated.									
27	Sketch of proposed layout or disposition of any remaining lands.									

**TECHNICAL CHECKLIST
PRELIMINARY MAJOR SUBDIVISION
NETCONG BOROUGH**

NAME OF APPLICANT: _____
 DATE SUBMITTED: _____
 PROJECT NAME: _____
 BLOCK(S) & LOT(S) _____

Check appropriate box. Attach a sheet which explains reasons for any waivers request.

ITEM NO.	PLAN REQUIREMENT	PROVIDED	NOT APPLICABLE	WAIVER REQUESTED
1	Plans drawn, signed and sealed by appropriate New Jersey licensed professional person(s) pursuant to 13:40-7 et.seq.			
2	Scale to be not smaller than 1"=100'.			
3	Key map showing the subject property and all lands within 200 feet thereof with existing streets and zone boundaries			
4	Map sizes permitted: 8-1/2" x 11" 8-1/2" x 14" 11" x 17" 15" x 21" 24" x 36"			
5	Plans should contain the following: a. Name of Development b. Name and Address of owner. c. Name and address of developer d. Date of preparation e. Block(s) and lots developed f. Name, address, signature, seal and license number of person preparing plans.			
6	Graphic and written scale. Reference meridian.			
7	Revision box and date of each revision.			
8	Survey of the entire subject property, prepared by a New Jersey licensed surveyor, showing the location of the portion to be divided there from, giving all distances and showing all roads abutting or traversing the property. Development boundaries shall be clearly delineated with metes & bounds.			
9	A list of all property owners within 200' as disclosed by the most recent tax records			
10	Any municipal limits within 200 feet of the development and the names of the adjoining municipalities shown on key map.			
11	Existing and proposed property lines with metes and bounds description.			
12	Existing streets, both public and private, showing the right-of-way width and width of the traveled way.			
13	Existing structures which are to remain with dimensions and setbacks to all property lines.			

**TECHNICAL CHECKLIST
PRELIMINARY MAJOR SUBDIVISION
NETCONG BOROUGH**

ITEM NO.	PLAN REQUIREMENT	PROVIDED	NOT APPLICABLE	WAIVER REQUESTED
27	Plans and profiles for existing and proposed: a. storm sewers b. sanitary sewers c. water mains			
28	Erosion and Sediment Control plan			
29	Landscaping Plan showing proposed shade trees and landscaping including species and size of plant materials.			
30	Lighting plan showing: a. Location of street lights. b. Height of street lights. c. Construction details of street lights.			
31	Sign Plan showing: a. Location of traffic control signs. b. Street signs. c. Developments signs. d. Appropriate sign details showing size, height, materials and lighting.			
32	Environmental Impact Assessment including the following a. Plan and description of the proposed development. b. Inventory of existing natural resources. c. Assessment of environmental impacts. d. Unavoidable adverse environmental impacts. e. Steps to minimize adverse environmental impacts. f. Details and matter to be evaluated: 1. Sewage Facilities 2. Water Supply 3. Storm water 4. Stream encroachments 5. Flood plains 6. Wetlands 7. Solid waste disposal 8. Air Pollution 9. Traffic 10. Social/Economic 11. Aesthetics 12. Required Licenses, permits, etc.			
33	A copy of all existing protective covenants or deed restrictions of every nature affecting the subject property including a statement as to whether such deeds or covenants are of record.			
34	Copy of the current deed of record and a copy of the title insurance policy for the property when purchased if available.			
35	All public property and property proposed to be dedicated in the tract, accurately outlined and described with existing or proposed uses designated.			
36	All construction details for proposed improvements.			
37	Sketch of proposed layout or disposition of remaining lands if any.			

**TECHNICAL CHECKLIST
FINAL MAJOR SUBDIVISION
NETCONG BOROUGH**

NAME OF APPLICANT: _____
 DATE SUBMITTED: _____
 PROJECT NAME: _____
 BLOCK(S) & LOT(S) _____

Check appropriate box. Attach a sheet which explains reasons for any waivers

ITEM NO.	PLAN REQUIREMENT	PROVIDED	NOT APPLICABLE	WAIVER REQUESTED
1	Plans drawn, signed, and sealed by appropriate New Jersey licensed professional persons(s) pursuant to 13:40-7 et. seq.			
2	Scale to be not smaller than 1"=100'.			
3	Map sizes as permitted by the New Jersey Map Filing Law (P.L.1960, c.141 as amended)			
4	The final subdivision plat shall provide all information as required by the New Jersey Map Filing Law (P.L. 1960, c.141 as amended)			
5	<p>As-built plans of the development prepared by an New Jersey Licensed Surveyor showing all improvements <u>constructed to date if any</u>. The as-built plans shall include the following:</p> <ul style="list-style-type: none"> • Property lines for each of the with metes and bounds description • Graphic and written scale • Reference Meridian • As-built profiles of the utilities • permanent monuments which have been installed or proposed to be installed as per New Jersey Map Filing Law (P.L. 1960, c.141 as amended) • Key map showing Any municipal limits within 200 feet of the development and the names of the adjoining municipalities shown on key map. • Zone data box showing <ul style="list-style-type: none"> a. Zone District(s) b. Required and proposed Area c. Required and proposed minimum lot width d. Required and proposed minimum setbacks e. Other applicable zone requirements • Existing and proposed streets, both public and private, showing the right-of-way width and width of the traveled way. • Existing structures which are to remain with dimensions and setbacks to all property lines. • All existing physical features on the property including but not limited to driveways, sidewalks streams, wetlands, floodplains, railroads, bridges, drainage, trees, utilities, public and private easements and reservations. • Wetlands areas and proposed transition areas delineated by a qualified professional and approved by the NJDEP • Area of new lots • Sight triangle easements in accordance with approved preliminary plan. • Setback lines for each of the new lots based on zone requirements. • Location of shade trees and landscaping • Location of street lights. • Location of traffic control signs. • Location of Street signs. • Location of developments signs. 			

**TECHNICAL CHECKLIST
FINAL MAJOR SUBDIVISION
NETCONG BOROUGH**

ITEM NO.	PLAN REQUIREMENT	PROVIDED	NOT APPLICABLE	WAIVER REQUESTED												
6.	<p>The as-built plan shall include the signature block below:</p> <p>Approved by the Netcong Borough Land-Use Board</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-bottom: 1px solid black; width: 80%;"></td> <td style="border-bottom: 1px solid black; width: 20%; text-align: center;">Date</td> </tr> <tr> <td style="text-align: center;">Chairperson</td> <td></td> </tr> <tr> <td style="border-bottom: 1px solid black;"></td> <td style="border-bottom: 1px solid black; text-align: center;">Date</td> </tr> <tr> <td style="text-align: center;">Board Secretary</td> <td></td> </tr> <tr> <td style="border-bottom: 1px solid black;"></td> <td style="border-bottom: 1px solid black; text-align: center;">Date</td> </tr> <tr> <td style="text-align: center;">Board Engineer</td> <td></td> </tr> </table>		Date	Chairperson			Date	Board Secretary			Date	Board Engineer				
	Date															
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	Date															
Board Secretary																
	Date															
Board Engineer																
7.	A copy of all existing and proposed protective covenants or deed restrictions of every nature affecting the subject property including a statement as to whether such deeds or covenants are of record															
8.	All public property and property proposed to be dedicated in the tract, accurately outlined and described with existing or proposed uses designated															
9.	Location and use of all property to be reserved by covenant in the deed for the common use of all property owners or otherwise															
10.	A written estimate of construction costs for all site improvements that have not been completed at the time of application.															
11.	Stormwater Management Maintenance Plan addressing all provisions of Chapter 8 of the New Jersey Stormwater Best Management Practices Manual if the stormwater ordinance deems the project to be a major development.															
12.	List of any deviations from the requirements of the approved preliminary subdivision plan or an affidavit indicating the construction plans are in compliance with the approved preliminary subdivision approval.															
13.	Affidavit from applicant with reasonable supporting documentation verifying compliance with all terms and conditions of the preliminary approval															
14.	Affidavit from Applicant, indicating that the final subdivision is identical to the preliminary plan. If not, list specific changes with respect to any deviations.															
15.	A deed, including a legal description by bearings and distances with corresponding area in square feet and/or acres of all lands to be dedicated for public use, i.e. easements, roads, etc.															