

TOWNSHIP OF WEST ORANGE

Site Plan/Subdivision Checklist

APPLICANT: _____

[illegible]

ALL DOCUMENTS MUST BE PREPARED, SIGNED AND SEALED BY NEW JERSEY LICENSED PROFESSIONAL.		Pre-Application - Concept Plan	Major Application						COMPLETE	INCOMPLETE	WAIVER REQUESTED	
Item Number	Description		Minor Application		General Development Plan	Subdivision		Site Plan				
			Subdivision	Site Plan		Preliminary	Final	Preliminary				Final
12.	<u>Item:</u> One (1) of four (4) standardized sheets: 30" x 42", 24" x 36", 15" x 21", 8.5" x 13" <u>Comment:</u> Required by Map Filing Law for minor and major subdivisions.		X	X		X	X	X	X	✓		
13.	<u>Item:</u> Metes and bounds description showing dimensions, bearings, curve data, length of tangents, radii, arcs, chords and central angles for all centerlines and right-of-way, and centerline curves on streets.		X				X		X	✓		
14.	<u>Item:</u> Affidavit of ownership. <u>Comment:</u> Map Filing Law for minor and major subdivision.	X	X	X	X	X	X	X	X	✓		
15.	<u>Item:</u> Acreage of tract to the nearest tenth of an acre (for GDP--to nearest acre).		X	X	X	X	X	X	X	✓		
16.	<u>Item:</u> Date of original and all revisions. <u>Comment:</u> Item necessary for continuity-history of project.		X	X	X	X	X	X	X	✓		
17.	<u>Item:</u> Size and location of any existing or proposed structures with all setbacks dimensioned. <u>Comment:</u> Item important for detailed planning.	X	X	X	X	X	X	X	X	✓		
18.	<u>Item:</u> Location and dimensions of any existing or proposed streets (for GDP and pre-application- concept plan -- general locations). <u>Comment:</u> Item important for detailed planning.	X	X	X	X	X	X	X	X	✓		
19.	<u>Item:</u> All proposed lot lines and area of lots in square feet.		X	X		X	X	X	X	✓		
20.	<u>Item:</u> Copy and/or delineation of any existing or proposed deed restrictions or covenants. €	X	X	X	X	X	X	X	X	✓		
21.	<u>Item:</u> Any existing or proposed easement or land reserved for or dedicated to public use. €	X	X	X	X	X	X	X	X	✓		
22.	<u>Item:</u> Development stages or staging plans (for GDP--general staging). <u>Comment:</u> Not applicable at pre-application- concept plan stage; minor plans usually not built in stages.				X	X	X	X	X	N/A	N/A	

ALL DOCUMENTS MUST BE PREPARED, SIGNED AND SEALED BY NEW JERSEY LICENSED PROFESSIONAL.		Pre-Application - Concept Plan			Major Application				COMPLETE	INCOMPLETE	WAIVER REQUESTED	
					Minor Application		General Development Plan	Subdivision				Site Plan
			Subdivision	Site Plan	Preliminary	Final		Preliminary				Final
Item Number	Description											
23. <u>Item</u> : List of required regulatory approvals or permits. <u>Comment</u> : Basic planning information. €			X	X	X		X		X	✓		
24. <u>Item</u> : List of variances required or requested. € <u>Comment</u> : Basic planning information.			X	X		X	X	X	X	✓		
25. <u>Item</u> : Requested or obtained design waivers or exceptions. € <u>Comment</u> : Describes location of all adjacent structures; not necessary at pre-application-concept plan stages; required at site plan stages; required at site plan only if notice is required by ordinance.			X	X		X	X	X	X	✓		
26. <u>Item</u> : Payment of application fees. <u>Comment</u> : Fee not imposed for pre-application conference.		X	X	X	X	X	X	X	X	✓		
27. <u>Item</u> : Property owners and lines of all parcels within 200' identified on most recent tax map sheet. <u>Comment</u> : Describes location of all adjacent structures; not necessary at pre-application-concept plan stages; required at site plan only if notice is required by ordinance.				X	X	X	X	X	X	✓		
28. <u>Item</u> : All existing street, water courses, flood plains, wetlands or other environmentally sensitive areas on and within 200' of site. <u>Comment</u> : while detailed specification of environmentally sensitive areas may not be necessary at pre-application-concept plan and GDP stages, general specification of and sensitivity to such conditions is an important planning consideration.		X		X	X	X	X	X	X	✓		
29. <u>Item</u> : Existing right-of-way and/or easements on and within 200' of tract. <u>Comment</u> : Rights-of-way and easements are often unknown at the pre-application-concept (see however, item 28).		X		X	X	X	X	X	X	✓		
30. <u>Item</u> : Topographical features of subject property from U.S.G.S. map. <u>Comment</u> : More detailed topographic information is needed for major subdivision.		X		X	X					N/A	N/A	

ALL DOCUMENTS MUST BE PREPARED, SIGNED AND SEALED BY NEW JERSEY LICENSED PROFESSIONAL.		Pre-Application - Concept Plan			Major Application				COMPLETE	INCOMPLETE	WAIVER REQUESTED	
Item Number	Description		Minor Application		General Development Plan	Subdivision		Site Plan				
			Subdivision	Site Plan		Preliminary	Final	Preliminary				Final
31.	<u>Item:</u> Existing and proposed contour intervals based on U.G.S. & G.S. datum. Contours to extend at least 200' beyond subject property as follows: up to 3% grade - 1' 3% + grade - 2' <u>Comment:</u> Major site plan and subdivision requires level of detail of Item 31 as opposed to Item 30.					X	X	X	X	✓		
32.	<u>Item:</u> Boundary, limits, nature and extent of wooded areas, specimen trees, and other significant physical features (detail may vary). <u>Comment:</u> Basic for good planning.	X	X	X	X	X	X	X	X	✓		
33.	<u>Item:</u> Existing system of drainage of subject site and of any larger tract or basin of which it is a part. <u>Comment:</u> See Item 31. Extensive level of detail required only for major subdivision and site plan.					X	X	X	X	✓		
34.	<u>Item:</u> Drainage Area Map. <u>Comment:</u> Necessary for major application; inapplicable at GDP stage.					X	X	X	X	✓		
35.	<u>Item:</u> Drainage Calculations. <u>Comment:</u> Required for minor applications if deemed necessary by Planning Board; not required at GDP stage because storm water management evaluated at major subdivision and site plan stage.		X	X		X	X	X	X	✓	PIPE SIZING CALCULATIONS INCLUDED	
36.	<u>Item:</u> Proposed utility infrastructure plans, including sanitary sewer, water, storm water management, telephone, electric & cable TV. <u>Comment:</u> Information necessary for minor site plan because of potential effect on utility systems. Only general location for electric, telephone and cable TV required.		X	X		X	X	X	X	✓		
37.	<u>Item:</u> Proposed utility infrastructure plans, including sanitary sewer, water, storm water management, telephone, electric and cable TV. <u>Comment:</u> Information necessary for minor site plan because of potential effect on utility systems. Only general location for telephone, electric and cable TV required.			X	X	X	X	X	X	✓		

ALL DOCUMENTS MUST BE PREPARED, SIGNED AND SEALED BY NEW JERSEY LICENSED PROFESSIONAL		Pre-Application - Concept Plan	Minor Application		Major Application				COMPLETE	INCOMPLETE	W/AVER REQUESTED		
Item Number	Description		Subdivision	Site Plan	General Development Plan	Subdivision		Site Plan					
						Preliminary	Final	Preliminary				Final	
38.	<u>Item:</u> Soil Erosion and Sediment Control Plan. <u>Comment:</u> Required for soil disturbance over 5,000 sq. ft.			X		X	X	X	X	X			
39.	<u>Item:</u> Spot and finished elevations at all property corners, corners of all structures or dwellings, existing or proposed first floor elevations. <u>Comment:</u> Not required for minor subdivision because not involving construction of buildings.			X	X	X	X	X	X	X			
40.	<u>Item:</u> Construction details as required by ordinance. <u>Comment:</u> Such level of detail necessary only for major applications.					X	X	X	X	X			
41.	<u>Item:</u> Road and paving cross-sections and profiles. <u>Comment:</u> See Item 40.					X	X	X	X	X			X
42.	<u>Item:</u> Proposed street names. <u>Comment:</u> Applicable only when new road is proposed.					X	X	X	X	X	N/A	N/A	
43.	<u>Item:</u> New block and lot numbers confirmed with local assessor or municipal designee. <u>Comment:</u> Needed whenever a new lot is created.			X			X				N/A	N/A	
44.	<u>Item:</u> Lighting plan & details. <u>Comment:</u> Not applicable for minor subdivision because just creating lots.			X		X	X	X	X	X			
45.	<u>Item:</u> Landscape plan & details prepared by a professional landscape architect <u>Comment:</u> Required for site plans because of magnitude of required landscaping.			X				X	X	X			
46.	<u>Item:</u> Solid waste management plan. <u>Comment:</u> Site plan consideration only; see Item 44.			X				X	X	X			
47.	<u>Item:</u> Site identification signs, traffic control signs, and directional signs. <u>Comment:</u> See Item 44.			X		X	X	X	X	X			

[illegible]

€ Proposed restrictions or covenants do not have to be included for pre-application-concept plan and GDP.
 ⌘ Conditional approval may be granted subject to other regulatory approvals.

REVISÉD: 8/30/05 aw