

Project Name:

Owner:

Engineer/Designer

Person Completing Form:

Block(s)

Application #:

Date declared complete:

Date:

Lot(s)

Date submitted:

Date revised:

THIS FORM MUST COMPLETE AND RETURNED TO THE ADMINISTRATIVE OFFICE WITH
THE SITE PLAN OR SUBDIVISION APPLICATION WHEN FILED. FAILURE TO INCLUDE
ALL ITEMS REQUIRED ON SUBMITTED PLANS OR ATTACHMENTS WILL RESULT IN
APPLICATION BEING CONSIDERED INCOMPLETE AND REJECTED

PRELIMINARY SITE PLAN, WAIVERS AND VARIANCE

To be checked by applicant

	Yes	No	Waiver
() 1. Sixteen (16) copies of complete application	☒	☐	☐
() 2. Sixteen (16) copies of site plan upon which the following Information must be depicted pursuant to Section 804 of the Development Review Ordinance for detailed submission requirements. Failure to comply with submission requirements will result in application being rejected as incomplete.	☒	☐	☐
() A. Scale not less than one (1) inch equals one hundred (100) feet.	☒	☐	☐
() B. Locator map showing all road intersections within fifteen Hundred feet (1500)	☒	☐	☐
() C. Wooded areas and topography with two (2) foot intervals	☒	☐	☐
() D. All lot lines, approximate location of all structures and owners of lots within two hundred (200) feet of the site	☒	☐	☐
() E. Streets, easements, watercourses and right-of-way	☒	☐	☐
() F. Utility and drainage plans and information	☒	☐	☐
() G. Plans for elevations and locations of structures including Exterior materials and trim	☐	☐	☐
() H. Preliminary plans for parking, lighting, loading signs Landscaping and buffers	☒	☐	☐
() I. An extension of off-tract improvements necessitated By the proposed development	☐	☒	☐
() J. The lot and block number, Tax Map number, exact Dimensions and acreage of property to be build upon	☒	☐	☐

Page 2

To be checked by applicant

Yes No Waiver

() K A survey prepared by a licensed surveyor of the State of New Jersey shall accompany the plan, showing existing and proposed monuments and all existing and proposed lot lines and all set back lines.

✓

() L. The following legends shall be on the site plan map:

Site plan of _____

Block _____ Lot _____ Zone _____

Date _____ Scale _____

Applicant _____

Address _____

I consent to the filing of this site plan with the Planning Board

(Owner) (Date)

I hereby certify that I have prepared the site plan and that all dimensions and information thereon depicted is correct.

(Name) (Title & License)

I have reviewed this site plan and certify that it meets all codes and ordinances under that jurisdiction

(Date) (Municipal Engineer)

Approved by Planning Board:

Preliminary _____

Final _____

(Chairman) (Date)

() M. Name and License number of site planner of Professional Engineer with documents sealed with raised seal.

✓

() N. Date and revision dates of drawing and plans

✓

() 3. Certification by Borough Tax Collector that all taxes including Current taxes are paid

X

Page 3

To be checked by applicant

	Yes	No	Waiver
() 4. Payment of all applicable fees for preliminary site plan review	<u>X</u>	<u> </u>	<u> </u>
() 5. Submission of Environmental Impact Statement	<u> </u>	<u>X</u>	<u> </u>
() 6. Soil erosion and sediment and Control Permit and Soil Conservation District Approval (if project involves disturbance of more than 5,000 Square feet of land surface area).	<u> </u>	<u>X</u>	<u> </u>
() 7. Storm water management plan	<u> </u>	<u>X</u>	<u> </u>
() 8. Referral to Monmouth County Planning Board for review and approval.	<u> </u>	<u> </u>	<u> </u>
() 9. Six copies of completed checklist.	<u>X</u>	<u> </u>	<u> </u>
() 10. Disclosure of 10% ownership interest of corporation or partnership which is 10% owner of applying corporation or partnership.	<u>X</u>	<u> </u>	<u> </u>
() 11. Applicant for a project located within a flood hazard area to apply For approval in conformance with the "90 Day Construction Permit Act."	<u> </u>	<u>X</u>	<u> </u>
() 12. Application for state ingress and egress approval, if necessary	<u> </u>	<u>X</u>	<u> </u>
() 13. Variance(s) from Section(s) and reasons, if necessary	<u>X</u>	<u> </u>	<u> </u>
() 14. Waiver required from Section(s) and reason	<u> </u>	<u> </u>	<u> </u>
() 15. Owners signed Certificate of Concurrence with the plan	<u>X</u>	<u> </u>	<u> </u>

FINAL SITE PLAN APPLICATION

Page 4

To be checked by applicant

	Yes	No	Waiver
() 1. Sixteen (16) copies of complete application for Final Site Plan Approval.	<u> X </u>	<u> </u>	<u> </u>
() 2. Sixteen (16) copies of site plan in final form prepared in accordance With Section 804 of the Development Review Ordinance, including all Information depicted on the preliminary plan and satisfaction of all Conditions of preliminary approval	<u> ✓ </u>	<u> </u>	<u> </u>
() 3. Payment of all Final Site Plan Filing Fees.	<u> X </u>	<u> </u>	<u> </u>
() 4. Payment of Performance Guaranty in favor of municipality approved by Borough Attorney and Borough Engineer.	<u> </u>	<u> X </u>	<u> </u>
() 5. Soil removal permit signed by Borough Engineer	<u> </u>	<u> ✓ </u>	<u> </u>
() 6. Date and revision dates of drawing and/or reports	<u> X </u>	<u> </u>	<u> </u>
() 7. Engineering Inspection Fees	<u> </u>	<u> </u>	<u> </u>
() 8. Certification form Tax Collector that all taxes are current on the property through the current month quarter.	<u> X </u>	<u> </u>	<u> </u>
() 9. Permits from other authorities upon which approvals were conditioned.	<u> </u>	<u> </u>	<u> </u>