

LAND USE

115 Attachment 6

Application No. _____

Township of Alexandria
Application for Development

Tract Information		
Block:	Lot:	
Tax Map Sheet:	Zoning District:	
Location of tract:		
Type of Application		
Subdivision:	<input type="checkbox"/> Sketch <input type="checkbox"/> Minor	<input type="checkbox"/> Preliminary Plat <input type="checkbox"/> Major
		<input type="checkbox"/> Final Plat <input type="checkbox"/> B-16 Rural Estate
Site Plan:	<input type="checkbox"/> Sketch <input type="checkbox"/> Minor	<input type="checkbox"/> Preliminary <input type="checkbox"/> Major
		<input type="checkbox"/> Final
Required Checklist Sections		
<input type="checkbox"/> Section A: All applications (except B-16)	<input type="checkbox"/> Section E: Preliminary / Final Site Plan	
<input type="checkbox"/> Section B: Minor Subdivision	<input type="checkbox"/> Section F: B-16 Minor Subdivision	
<input type="checkbox"/> Section C: Preliminary Major Subdivision	<input type="checkbox"/> Section G: B-16 Preliminary Major Subdivision	
<input type="checkbox"/> Section D: Final Major Subdivision	<input type="checkbox"/> Section H: B-16 Final Major Subdivision	
<p>In accordance with the Code of The Township of Alexandria, § 115-4, an Application for Development shall be comprised of "The application form and all accompanying documents required by ordinance for approval of a subdivision plat, site plan, planned development, conditional use, zoning variance or direction of the issuance of a permit pursuant to Section 25 (N.J.S.A. 40:55D-34) or Section 27 (N.J.S.A. 40:55D-36) of the Act."</p>		
Applicant Information		
Name:		
Address:		
Phone:	Fax:	Email:
Owner Information (if other than Applicant)		
Name:		
Address:		
Phone:	Fax:	Email:

LAND USE

Application No. _____

Township of Alexandria

Application for Development

Applicant's Professionals		
Architect:		
Address:		
Phone:	Fax:	Email:
Attorney:		
Address:		
Phone:	Fax:	Email:
Engineer:		
Address:		
Phone:	Fax:	Email:
Planner:		
Address:		
Phone:	Fax:	Email:
Surveyor:		
Address:		
Phone:	Fax:	Email:
Other:		
Address:		
Phone:	Fax:	Email:
Please provide a list of any other professionals that may appear on the Applicant's behalf.		

ALEXANDRIA CODE

Application No. _____

Township of Alexandria
Application for Development

Authorization of signature (if Applicant is a Corporation)		
This will certify that _____ of _____ _____ _____		
(Provide Corporation name and address.)		
who subscribed to the above Application for Development in the Township of Alexandria has been authorized by this Corporation to do the same.		
Attest: _____	_____	
Signature of Applicant/Owner		
I certify that the foregoing statements made by me are true. I am aware that if any of the representations made by me are willfully false, I am subject to punishment as prescribed by law.		
Sworn to and subscribed before me on this _____ day of _____ 20 _____	_____ Signature of Applicant	
_____ Notary Public	_____ Signature of Owner	
By placement of my signature above, I state that I have read and agree to the following: I hereby grant permission to representatives of the Township of Alexandria to enter onto and inspect my property in connection with this Application for Development. All submissions and resubmissions pertaining to this Application for Development must be received and distributed by the Board Secretary. Direct submissions to the Board's professionals will not be reviewed.		
(Do not write below this line.)		
Date Application Received:	By:	
Amount of Application Fee:	Check No.:	
Action by Board:		
Classified:	<input type="checkbox"/> Minor Subdivision	Date:
	<input type="checkbox"/> Major Subdivision	Date:
Approved:	<input type="checkbox"/> Minor Subdivision	Date:
	<input type="checkbox"/> Preliminary Plat	Date:
	<input type="checkbox"/> Final Plat	Date:
	<input type="checkbox"/> Preliminary Site Plan	Date:
	<input type="checkbox"/> Final Site Plan	Date:

LAND USE

Application No. _____

TOWNSHIP OF ALEXANDRIA

DEVELOPMENT REVIEW CHECKLIST

Project Name: _____	Zoning District: _____
Street Location: _____	Block: _____ Lot: _____
Applicant: _____	Any checklist item for which a waiver is specifically being requested shall be accompanied by a narrative paragraph explaining why the applicant should be entitled to such waiver. The waiver may be approved for administrative purposes, but required prior to the approval of the application.
Signature of Applicant: _____	

INSTRUCTIONS: Complete All Applicable Sections:

- | | |
|--|--|
| <input type="checkbox"/> Section A: All applications (excluding B-16 Rural Estate Residence) | <input type="checkbox"/> Section E: Preliminary/Final Site Plan |
| <input type="checkbox"/> Section B: Minor Subdivision | <input type="checkbox"/> Section F: B-16 Minor Subdivision |
| <input type="checkbox"/> Section C: Preliminary Major Subdivision | <input type="checkbox"/> Section G: B-16 Preliminary Major Subdivision |
| <input type="checkbox"/> Section D: Final Major Subdivision | <input type="checkbox"/> Section H: B-16 Final Major |

Maps, Reports and Other Written Information Required for Complete Application	Applicant Portion			Township Portion	
	Complies	Not Applicable	Waiver Requested	Complies	Does Not Comply

SECTION A: ALL APPLICATIONS					
The following items and information must be provided for a complete application:					
A-1	Payment of application and escrow fees. (Application: \$ _____ Escrow: \$ _____)				
A-2	Three (3) copies of the completed application form.				
A-3	A certification from the Tax Collector that all taxes, and rollback taxes if applicable, upon the tract have been paid to date.				
A-4	A receipt indicating delivery of an application to the Hunterdon County Planning Board.				
A-5	The applicant's name, address, telephone, fax number and e-mail address for correspondence.				
A-6	The owner's name, address, telephone, fax number and e-mail address for correspondence.				
A-7	The name, address, telephone, fax number and e-mail address of applicant's attorney, if represented.				
A-8	The name, address, telephone, fax number and e-mail address of licensed preparer of the plan(s).				
A-9	A Financial Disclosure Statement, in accordance with N.J.S.A. 40:55D-48.1 and 40:55D-48.2, when applicant is a corporation or partnership.				
A-10	Copies of any existing protective covenants or deed restrictions and a summary outline of proposed covenants or deed restrictions including applicable open space restrictions and provisions restricting further subdivision applying to the land.				

ALEXANDRIA CODE

Maps, Reports and Other Written Information Required for Complete Application		Applicant Portion			Township Portion	
		Complies	Not Applicable	Waiver Requested	Complies	Does Not Comply
A-11	A written request for individual variances and all waivers.					
A-12	All plats shall comply with the "Map Filing Law."					
A-13	All plats, plans and maps shall be on one of the following standard size sheets as specified by the "Map Filing Law": 8 1/2" x 13", 30" x 42", 24" x 36", 11" x 17", 18" x 24" or 15" x 21"					
The plans must show or include the following for a complete application:						
A-14	The applicant's name, address, and telephone number.					
A-15	A signed certification on the drawing, by the owner, that the applicant is either the owner of the land which is the subject of the development application or is authorized by the owner to make the application.					
A-16	The name, address, telephone, fax number, signature and seal of licensed preparer of the plan(s).					
A-17	The street address of the property.					
A-18	The tax map sheet, block and lot number of tract.					
A-19	The name of the development, if any.					
A-20	The date of the original preparation and the date(s) of revisions, if any, on each sheet of the plans.					
A-21	The zoning classification of the site and of adjacent land; pertinent lot size, yard setback and other zoning requirements.					
A-22	Written and graphic scale(s) on each sheet of the plans, as applicable.					
A-23	A reference meridian on each sheet of the plans, as applicable.					
A-24	The name, and block and lot number of all property owners within two hundred (200) feet of the tract.					
A-25	The acreage of the tract, to the nearest one-hundredth of an acre.					
A-26	Bearings and distances on all existing property lines.					
A-27	The location of existing buildings and structures, and existing and proposed streets, roads, easements, utility services and driveways, public right-of-ways, streams, bridges, culverts, pipes, drainage ditches, and natural watercourses within the tract and within two hundred (200) feet thereof.					
A-28	Indicate and label all right-of-way lines.					
A-29	All setback lines.					
A-30	The location and description of all survey monumentation (concrete monuments, irons, spikes, etc.) found or set.					

LAND USE

Maps, Reports and Other Written Information Required for Complete Application		Applicant Portion			Township Portion	
		Complies	Not Applicable	Waiver Requested	Complies	Does Not Comply
A-31	The location and size of any existing or proposed utility easement, stream easement, sight easement, etc., which may affect title to the land.					
A-32	All streets and roads with correct names or route numbers.					
A-33	Signed and sealed certification by the licensee as to the accuracy of the details shown on the map.					
A-34	The delineation of floodway and flood hazard areas.					
A-35	The delineation of field identified wetlands where wetlands are identified on the property by the NJDEP Freshwater Wetlands Quarter Quadrangle Maps or by the NJDEP GIS mapping.					

LAND USE

TOWNSHIP OF ALEXANDRIA

DEVELOPMENT REVIEW CHECKLIST

Maps, Reports and Other Written Information Required for Complete Application	Applicant Portion			Township Portion	
	Complies	Not Amicable	Waiver Requested	Complies	Does Not Comply

SECTION B: MINOR SUBDIVISION						
The following items and information must be provided for a complete application:						
B-1	Fifteen legible prints of all drawings and 15 copies of the application form and all other required documents. The following number and sizes of prints shall be provided: four copies of full size prints and 11 copies of reduced size prints. Reduced size prints shall be on 11" by 17" sheets for map scales larger than 1" = 50' and on 15" by 21" sheets for map scales 1" = 50' and smaller.					
B-2	Electronic versions of the prints shall be provided in both Adobe® Portable Document Format (PDF) and Autodesk® Document Exchange Format (DXF).					
B-3	Each new lot shall be identified by a lot number assigned and provided by the Tax Assessor, and documentation must be submitted confirming the lot number assignment.					
B-4	A stormwater management plan, if applicable.					
B-5	For B-9 Lot Size Averaging Subdivision, detailed calculations showing the maximum number of dwelling units or lots allowed, calculated in accordance with § 115-22B(9)(a)[1].					
B-6	For B-9 Lot Size Averaging Subdivision, detailed calculations showing compliance with the design standards listed in § 115-55.3.					
The plans must show or include the following for a complete application:						
B-7	A key map at a scale of one inch equals not more than 1,000 feet, with lot and block numbers, showing the entire tract and its relation to all features shown on the official map and Master Plan located within one-half mile of the extreme limits of the subdivision.					
B-8	A map scale of not less than one inch equals 100 feet.					
B-9	Bearings, distances, curve data, etc., on all proposed lot lines.					
B-10	Lot layout, lot dimensions, and required setback lines.					
B-11	The location of existing on-site houses, buildings, wells, septic systems and other structures, with accurate dimensions from all existing buildings to proposed lot lines.					
B-12	Each new lot shall be identified by a lot number assigned and provided by the Tax Assessor.					
B-13	The width of proposed lots shall be indicated, as measured at the minimum front yard setback line.					
B-14	Topography within 200 feet of the tract based upon U.S.G.S. Quadrangle Maps at a ten-foot contour interval (include remaining lands).					
B-15	Minor subdivision plats shall be based upon a certified survey drawn by a licensed New Jersey Land Surveyor.					
B-16	Easements shall be indicated where streams or watercourses cross the proposed subdivision.					

ALEXANDRIA CODE

Maps, Reports and Other Written Information Required for Complete Application		Applicant Portion			Township Portion	
		Complies	Not Applicable	Waiver Requested	Complies	Does Not Comply
B-17	If plats rather than deeds are to be filed with County Recording Officer, plats shall comply with N.J.S.A. 46:26B- Maps, of the "Title Recordation Law."					
B-18	Indicate lot area of each lot including remaining lands, to the nearest one-hundredth of an acre.					
B-19	Indicate all (passing, failing and abandoned) soil testing and soil log locations and the reason for failure or abandonment.					
B-20	All proposed stormwater management measures.					
B-21	Natural resource mapping in accordance with § 115-24 of the Land Use Code.					
B-22	Buildable lot area mapping in accordance with § 115-25 of the Land Use Code.					
B-23	For B-9 Lot Size Averaging Subdivision, a table listing each proposed lot, lot area, and overall average lot size in accordance with § 115-22B(9)(b)[3].					
B-24	For B-9 Lot Size Averaging Subdivision, each proposed lot shall show the Minimum Lot Circle in accordance with § 115-22B(9)(c) [6].					
B-25	For B-9 Lot Size Averaging Subdivision, detailed open lands map(s) showing existing and proposed open lands, including all applicable resource conservation characteristics, development limitations and priority designations in accordance with the design standards listed in § 115-55.3.A table ranking the types of open lands proposed and summarizing the area of each type of open land shall also be provided.					
B-26	For B-9 Lot Size Averaging Subdivision, a note indicating that open lands are subject to a deed restriction in accordance with § 115-55.3A(3).					

LAND USE

TOWNSHIP OF ALEXANDRIA

DEVELOPMENT REVIEW CHECKLIST

Maps, Reports and Other Written Information Required for Complete Application	Applicant Portion			Township Portion	
	Complies	Not Applicable	Waiver Requested	Complies	Does Not Comply

SECTION C: PRELIMINARY MAJOR SUBDIVISION					
The following items and information must be provided for a complete application:					
C-1	Seventeen legible prints of all drawings and 17 copies of the application form and all other required documents. The following number and sizes of prints shall be provided: six copies of full size prints and 11 copies of reduced size prints. Reduced size prints shall be on 11" by 17" sheets for map scales larger than 1" = 50' and on 15" by 21" sheets for map scales 1" = 50' and smaller.				
C-2	Electronic versions of the prints shall be provided in both Adobe® Portable Document Format (PDF) and Autodesk® Document Exchange Format (DXF).				
C-3	A stormwater management plan, if applicable.				
C-4	A traffic impact study (if required under § 115-50A of the Land Use Code).				
C-5	An impact assessment of water supply (if required flow is less than 100,000 gallons per day) or certification from New Jersey Department of Environmental Protection (if 50 or more dwelling units are proposed).				
C-6	In the geological area designated as "Precambrian Crystallines," a geologic and hydrogeologic report for all non-residential uses and all residential developments of three or more lots.				
C-7	For B-9 Lot Size Averaging Subdivision, detailed calculations showing the maximum number of dwelling units or lots allowed, calculated in accordance with § 115-22B(9)(a)[1].				
C-8	For B-9 Lot Size Averaging Subdivision, detailed calculations showing compliance with the design standards listed in § 115-55.3.				
The plans must show or include the following for a complete application:					
C-9	Key map at a scale of one inch equals not more than 1,000 feet, with lot and block numbers, showing the entire tract and its relation to all features shown on the official map and Master Plan located within one-half mile of the extreme limits of the tract.				
C-10	A map scale of not less than one inch equals 100 feet.				
C-11	A preliminary plat prepared, signed, and sealed by a licensed New Jersey Land Surveyor. Plat must be based upon an actual survey certified by licensed Land Surveyor.				
C-12	Engineering plans must be prepared, signed, and sealed by a licensed New Jersey Professional Engineer.				
C-13	Bearings, distances, curve data, etc. shall be indicated for all proposed lot lines.				
C-14	The lot layout, lot dimensions, required setback lines, and individual lot areas to the nearest one-hundredth of an acre shall be indicated.				
C-15	Temporary lot numbers shall be assigned to each proposed lot beginning with one and numbered consecutively.				

ALEXANDRIA CODE

Maps, Reports and Other Written Information Required for Complete Application		Applicant Portion			Township Portion	
		Complies	Not Ample	Waiver Requested	Complies	Does Not Comply
C-16	Topography shall be shown within 200 feet of the tract, with a two-foot contour interval. All elevations shall be based upon U.S.G.S. datum with reference to monuments used and identification of benchmarks established near the site.					
C-17	The width of proposed lots shall be indicated as measured at the minimum front yard setback line.					
C-18	The location of existing and proposed property lines, streets, buildings, watercourses, railroads, bridges, culverts, drain pipes, sanitary sewers, water mains, gas mains, power lines, and natural features (e.g., wooded areas, large trees, rock formations, wetlands, etc.) shall be indicated.					
C-19	Engineering plans, centerline profiles and cross sections every 50 feet for all proposed streets, water mains, sanitary sewers, storm drains, drainage swales and streams. Scale for plans and profiles: One inch equals not more than 50 feet horizontal, one inch equals not more than five feet vertical; Scale for cross-sections: one inch equals not more than five feet horizontal and vertical.					
C-20	Locations, sizes, elevations, grades, and capacities of existing sanitary sewers, storm drains, drainage swales or streams to which any proposed facility is to be connected.					
C-21	All proposed stormwater management measures.					
C-22	Where stream channel improvements or crossings are proposed or required, submit approvals by the New Jersey Department of Environmental Protection.					
C-23	Indicate all (passing, failing and abandoned) soil testing and soil log locations and the reason for failure or abandonment.					
C-24	The location of any open spaces proposed for public use.					
C-25	A landscaping and buffering plan.					
C-26	A lighting plan.					
C-27	Plats shall indicate the proposed location of dwelling(s) proposed spot elevations and proposed grade at dwelling, proposed drainage patterns, etc.					
C-28	Natural Resource mapping in accordance with § 115-24 of the Land Use Code.					
C-29	Buildable lot area mapping in accordance with § 115-25 of the Land Use Code.					
C-30	For B-9 Lot Size Averaging Subdivision, a table listing each proposed lot, lot area, and overall average lot size in accordance with § 115-22B(9)(b)[3].					
C-31	For B-9 Lot Size Averaging Subdivision, each proposed lot shall show the Minimum Lot Circle in accordance with § 115-22B(9)(c) [6].					
C-32	For B-9 Lot Size Averaging Subdivision, detailed open lands map(s) showing existing and proposed open lands, including all applicable resource conservation characteristics, development limitations and priority designations in accordance with the design standards listed in § 115-55.3. A table ranking the types of open lands proposed and summarizing the area of each type of open land shall also be provided.					

LAND USE

Maps, Reports and Other Written Information Required for Complete Application	Applicant Portion			Township Portion	
	Complies	Not Applicable	Waiver Requested	Complies	Does Not Comply

C-33	For B-9 Lot Size Averaging Subdivision, a note indicating that open lands are subject to a deed restriction in accordance with § 115-55.3A(3).					
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LAND USE

TOWNSHIP OF ALEXANDRIA

DEVELOPMENT REVIEW CHECKLIST

Maps, Reports and Other Written Information Required for Complete Application	Applicant Portion			Township Portion	
	Complies	Not Amicable	Waiver Requested	Complies	Does Not Comply

SECTION D: FINAL PLAT — MAJOR SUBDIVISION					
The following items and information must be provided for a complete application:					
D-1	Ten legible prints of all drawings and 10 copies of the application form and all other required documents. NOTE: Following the review of the final plat and corrections, if necessary, the applicant shall submit 10 additional paper prints and two sets of original and reproduction plats as described in § 46:26B - Maps, of the "Title Recordation Law". These shall contain <u>original signatures</u> on all certifications, and will be the permanent record of the approved subdivision.				
D-2	Original and two copies of affidavit indicating no changes or noting changes made since preliminary approval.				
D-3	Any exhibits required as a condition of preliminary approval				
D-4	Certification of improvements installed in accordance with ordinance requirements and preliminary plat approval, list of all improvements remaining to be constructed and their estimated costs and estimated amount of performance bond				
D-5	Each new lot shall be identified by a lot number assigned and provided by the Tax Assessor, and documentation must be submitted confirming the lot number assignment				
D-6	A letter from Township Clerk indicating that amount, form and content of maintenance guarantee have been accepted by Township Committee, if applicable				
D-7	An affidavit in accordance with the "Title Recordation Law" setting forth the names and addresses of all the record title owners of the lands being subdivided and the consent in writing of all such owners to the approval of the final plat				
D-8	A letter from Township CFO indicating that monies have been paid to Township as reimbursement for engineering inspection costs of improvement construction or installation incurred since preliminary approval				
D-9	For B-9 Lot Size Averaging Subdivision, detailed calculations showing the maximum number of dwelling units or lots allowed, calculated in accordance with § 115-22B(9)(a)[1].				
D-10	For B-9 Lot Size Averaging Subdivision, detailed calculations showing compliance with the design standards listed in § 115-55.3				
The plans must show or include the following for a complete application:					
D-11	Map scale of not less than one inch equals 100 feet.				
D-12	A key map shall be shown				
D-13	Tract boundary lines shall be indicated as a heavy solid line				
D-14	The purpose of any easement or land reserved or dedicated for any use shall be indicated, and the proposed use of sites other than residential shall be noted				

ALEXANDRIA CODE

Maps, Reports and Other Written Information Required for Complete Application		Applicant Portion			Township Portion	
		Complies	Not Ample	Waiver Requested	Complies	Does Not Comply
D-15	Bearings, distances, and curve data (radius, central angle, arc length, chord bearing and distance, and tangent) of all curves					
D-16	All lot lines, with accurate dimensions, bearings and distances shall be indicated					
D-17	Lot areas to the nearest one-hundredth of an acre shall be indicated					
D-18	Each lot shall be identified by a block and lot number that has been assigned and provided by the Tax Assessor					
D-19	If open space areas are shown, it is mandatory that the recorded plan and the deeds indicate that there shall be no additional development. The open space shall be restricted against any future building, development, or use except as is consistent with that of providing for open space for recreation, conservation, agriculture, and aesthetic satisfaction of the residents of the development or of the general public					
D-20	Plat certifications shall conform with the provisions of the "Title Recordation Law" and § 115-153B(8) of the Land Use Code					
D-21	For B-9 Lot Size Averaging Subdivision, a table listing each proposed lot, lot area, and overall average lot size in accordance with § 115-22B(9)(b)[3]					
D-22	For B-9 Lot Size Averaging Subdivision, each proposed lot shall show the Minimum Lot Circle in accordance with § 115-22B(9)(c)[6]					
D-23	For B-9 Lot Size Averaging Subdivision, detailed open lands map(s) showing existing and proposed open lands, including all applicable resource conservation characteristics, development limitations and priority designations in accordance with the design standards listed in § 115-55.3. A table ranking the types of open lands proposed and summarizing the area of each type of open land shall also be provided					
D-24	For B-9 Lot Size Averaging Subdivision, a note indicating that open lands are subject to a deed restriction in accordance with § 115-55.A(3).					

LAND USE

TOWNSHIP OF ALEXANDRIA

DEVELOPMENT REVIEW CHECKLIST

Maps, Reports and Other Written Information Required for Complete Application	Applicant Portion			Township Portion	
	Complies	Not Amicable	Waiver Requested	Complies	Does Not Comply

SECTION E: PRELIMINARY/FINAL SITE PLAN					
The following items and information must be provided for a complete application:					
E-1	Fifteen (15) legible prints of all drawings and fifteen (15) copies of the application form and all other required documents. The following number and sizes of prints shall be provided: four (4) copies of full size prints and eleven (11) copies of reduced size prints. Reduced size prints shall be on 11" x 17" sheets for map scales larger than 1"=50' and on 15" x 21" sheets for map scales 1"=50' and smaller.				
E-2	Electronic versions of the prints shall be provided in both Adobe® Portable Document Format (PDF) and Autodesk® Document Exchange Format (DXF).				
E-3	Proposed soil erosion and sedimentation control plan shall be submitted to and certified by the Hunterdon County Soil Conservation District.				
E-4	A written description of the proposed project, indicating use and nature of operations, number of proposed employees, number and timing of shifts, anticipated traffic, and future expansion plans shall be included.				
E-5	A traffic impact study (if required under § 115-50A).				
E-6	An impact assessment of water supply (if required flow is less than 100,000 gallons per day) or certification from NJDEP (if 50 or more dwelling units are proposed).				
E-7	In the geological area designated as "Precambrian Crystallines," a geologic and hydrogeologic report for all non-residential uses and all residential development of three (3) or more lots.				
The plans must show or include the following for a complete application:					
E-8	A plan drawn at an appropriate scale from 1" = 20 feet to 1"=50 feet.				
E-9	A key map at a scale of one (1) inch equals not more than one thousand (1,000) feet, with lot and block numbers, showing entire tract with respect to lots, streets and zoning districts within one-half mile of the subject property.				
E-10	Plan prepared by a licensed New Jersey architect, engineer, land surveyor, landscape architect or professional planner, including accurate lot lines certified by a licensed land surveyor.				
E-11	All lot lines, with accurate dimensions, bearings and distances shall be indicated.				
E-12	The location and dimensions of all buildings and structures, streets, easements, driveways, entrances and exits on the site and within one hundred (100) feet thereof shall be shown.				
E-13	The proposed location and dimensions of proposed buildings and structures, roads, driveways, parking areas, etc., including a preliminary architectural rendering or elevations of proposed structures and a preliminary floor plan.				

ALEXANDRIA CODE

Maps, Reports and Other Written Information Required for Complete Application		Applicant Portion			Township Portion	
		Complies	Not Ample	Waiver Requested	Complies	Does Not Comply
E-14	Proposed building front, side, and rear yard setback distance.					
E-15	Existing topography on and within one hundred (100) feet of the tract at two (2) foot intervals (projects involving movement of less than six thousand (6,000) square feet of topsoil or three hundred (300) cubic yards of earth require contours at twenty (20) foot intervals), plus proposed contours and spot elevations. A reference benchmark shall be indicated.					
E-16	Total impervious coverage in square feet, acres, and percentage of lot area shall be indicated.					
E-17	Parking, loading and unloading areas shall be indicated with dimensions, traffic patterns, access aisles and curb radii.					
E-18	Natural features map delineating all existing physical features on the site and within two hundred (200) feet thereof: a. Floodprone areas; b. Floodplain soils; c. Streams; d. Watercourses; e. Swales; f. Lakes or ponds; g. Existing woodlands; h. Steep slopes (15-24.99%, and 25% or greater); i. Existing trees over six (6) inch caliper (for sites of 30,000 square feet or less); j. Prime agricultural soils.					
E-19	Improvements such as roads, curbs, bumpers and sidewalks shall be indicated with cross sections, design details and dimensions.					
E-20	The location and design of existing and proposed stormwater systems, sanitary waste disposal systems and potable water supply, and methods of solid waste storage and disposal.					
E-21	Landscaping and buffering plan showing what will remain and what will be planted, indicating botanical and common names of plants and trees, dimensions, approximate time of planting and maintenance plans.					
E-22	Lighting details indicating type of standards, location, radius of light and intensity in footcandles.					
E-23	The location, dimensions and details of signs shall be indicated.					
E-24	The location of any existing or proposed above or below grade petroleum storage tanks shall be indicated.					
E-25	Map legends as required by § 115-116 of the Land Use Code.					

LAND USE

Application No. _____

TOWNSHIP OF ALEXANDRIA

DEVELOPMENT REVIEW CHECKLIST

Project Name: _____	Zoning District: _____
Street Location: _____	Block: _____ Lot: _____
Applicant: _____	Any checklist item for which a waiver is specifically being requested shall be accompanied by a narrative paragraph explaining why the applicant should be entitled to such waiver. The waiver may be approved for administrative purposes, but required prior to the approval of the application.
Signature of Applicant: _____	

INSTRUCTIONS: Complete All Applicable Sections:

- | | |
|--|--|
| <input type="checkbox"/> Section A: All applications (excluding B-16 Rural Estate Residence) | <input type="checkbox"/> Section E: Preliminary/Final Site Plan |
| <input type="checkbox"/> Section B: Minor Subdivision | <input type="checkbox"/> Section F: B-16 Minor Subdivision |
| <input type="checkbox"/> Section C: Preliminary Major Subdivision | <input type="checkbox"/> Section G: B-16 Preliminary Major Subdivision |
| <input type="checkbox"/> Section D: Final Major Subdivision | <input type="checkbox"/> Section H: B-16 Final Major |

Maps, Reports and Other Written Information Required for Complete Application	Applicant Portion			Township Portion	
	Complies	Not Applicable	Waiver Requested	Complies	Does Not Comply

SECTION F: B-16 MINOR SUBDIVISION						
The following items and information must be provided for a complete application:						
F-1	Payment of application and escrow fees. (Application: \$ _____ Escrow: \$ _____)					
F-2	Fifteen (15) legible prints of all drawings and fifteen (15) copies of the application form and all other required documents. The following number and sizes of prints shall be provided: four (4) copies of full size prints and eleven (11) copies of reduced size prints. Reduced size prints shall be on 11" x 17" sheets for map scales larger than 1"=50' and on 15" x 21" sheets for map scales 1"=50' and smaller.					
F-3	Electronic versions of the prints shall be provided in both Adobe® Portable Document Format (PDF) and Autodesk® Document Exchange Format (DXF).					
F-4	A certification from Tax Collector that all taxes, and rollback taxes if applicable, upon the tract have been paid to date.					
F-5	A receipt indicating delivery of an application to the Hunterdon County Planning Board.					
F-6	The applicant's name, address, telephone, fax number and e-mail address for correspondence.					
F-7	The owner's name, address, telephone, fax number and e-mail address for correspondence.					
F-8	The name, address, telephone, fax number and e-mail address of licensed preparer of the plan(s).					

ALEXANDRIA CODE

Maps, Reports and Other Written Information Required for Complete Application		Applicant Portion			Township Portion	
		Complies	Not Applicable	Waiver Requested	Complies	Does Not Comply
F-9	The name, address, telephone, fax number and e-mail address of applicant's attorney, if represented.					
F-10	If plats rather than deeds are to be filed with County Recording Officer, plats shall comply with the "Map Filing Law."					
F-11	All plats, plans and maps shall be on one of the following standard size sheets as specified by the "Map Filing Law": 8 1/2" x 13", 30" x 42", 24" x 36", 11" x 17", 18" x 24" or 15" x 21"					
F-12	A stormwater management plan, if applicable.					
F-13	A soil erosion and sedimentation control plan shall be submitted to the Hunterdon County Soil Conservation District if required.					
F-14	Each new lot shall be identified by a lot number assigned and provided by the Tax Assessor, and documentation must be submitted confirming the lot number assignment.					
The plans must show or include the following for a complete application:						
F-15	The owner's name, address, and telephone number.					
F-16	The applicant's name, address, and telephone number.					
F-17	The name, address, telephone, fax number, signature and seal of licensed preparer of the plan(s).					
F-18	The tax map sheet, block and lot number of tract.					
F-19	The date of the original preparation and the date(s) of revisions, if any, on each sheet of the plans.					
F-20	The zoning classification of the site and of adjacent land; pertinent lot size, yard setback and other zoning requirements.					
F-21	Written and graphic scale(s) on each sheet of the plans, as applicable.					
F-22	A reference meridian on each sheet of the plans, as applicable.					
F-23	The name, and block and lot number of all property owners within two hundred (200) feet of the tract.					
F-24	Bearings and distances on all existing property lines.					
F-25	The location of existing structures, existing roads, easements, driveways, public right-of-ways in the subdivision and within one hundred feet thereof.					
F-26	All right-of-way lines.					
F-27	The location and description of all survey monumentation (concrete monuments, irons, spikes, etc.) found or set.					

LAND USE

Maps, Reports and Other Written Information Required for Complete Application		Applicant Portion			Township Portion	
		Complies	Not Ample	Waiver Requested	Complies	Does Not Comply
F-28	The location and size of any existing or proposed utility easement, stream easement, sight easement, etc., which may affect title to the land.					
F-29	All streets and roads with correct names or route numbers.					
F-30	Signed and sealed certification by the licensee as to the accuracy of the details shown on the map.					
F-31	A signed certification on the drawing, by the owner, that the applicant is either the owner of the land which is the subject of the development application or is authorized by the owner to make the application.					
F-32	A notation on the drawings stating that new lots will be deed restricted from further subdivision.					
F-33	The delineation of field identified wetlands where wetlands are identified on the property by the NJDEP Freshwater Wetlands Quarter Quadrangle Maps or by the NJDEP GIS mapping.					
F-34	Each new lot shall be identified by a lot number assigned and provided by the Tax Assessor.					
F-35	A key map at a scale of one (1) inch equals not more than one thousand (1,000) feet, depicting the entire subdivision and its relation to adjoining properties with lot and block numbers within one thousand feet of the extreme limits of the subdivision.					
F-36	A map scale of not less than one (1) inch equals one hundred (100) feet.					
F-37	The location of existing houses, buildings, wells, septic systems and other structures, with accurate dimensions from all existing buildings to proposed lot lines if those improvements are within two hundred (200) feet of the proposed lot lines.					
F-38	Topography within one hundred (100) feet of the tract based upon U.S.G.S. Quadrangle Maps at a ten (10) foot contour interval (include remaining lands). If subdivision site improvements are proposed (i.e., common driveway) then contour interval shall be two (2) foot.					
F-39	Minor subdivision plats shall be based upon a certified survey map drawn by a licensed New Jersey Land Surveyor.					
F-40	Lot layout, lot dimensions, required setback lines, and individual lot areas to the nearest one-hundredth of an acre.					
F-41	Indicate all (passing, failing and abandoned) soil testing and soil log locations and the reason for failure or abandonment.					
F-42	All proposed stormwater management measures.					
F-43	Buildable lot area mapping in accordance with § 115-25 of the Land Use Code.					

LAND USE

Application No. _____

TOWNSHIP OF ALEXANDRIA

DEVELOPMENT REVIEW CHECKLIST

Project Name: _____	Zoning District: _____
Street Location: _____	Block: _____ Lot: _____
Applicant: _____	Any checklist item for which a waiver is specifically being requested shall be accompanied by a narrative paragraph explaining why the applicant should be entitled to such waiver. The waiver may be approved for administrative purposes, but required prior to the approval of the application.
Signature of Applicant: _____	

INSTRUCTIONS: Complete All Applicable Sections:

- | | |
|--|--|
| <input type="checkbox"/> Section A: All applications (excluding B-16 Rural Estate Residence) | <input type="checkbox"/> Section E: Preliminary/Final Site Plan |
| <input type="checkbox"/> Section B: Minor Subdivision | <input type="checkbox"/> Section F: B-16 Minor Subdivision |
| <input type="checkbox"/> Section C: Preliminary Major Subdivision | <input type="checkbox"/> Section G: B-16 Preliminary Major Subdivision |
| <input type="checkbox"/> Section D: Final Major Subdivision | <input type="checkbox"/> Section H: B-16 Final Major |

Maps, Reports and Other Written Information Required for Complete Application	Applicant Portion			Township Portion	
	Complies	Not Ample	Waiver Requested	Complies	Does Not Comply

SECTION G: B-16 PRELIMINARY PLAT — MAJOR SUBDIVISION					
The following items and information must be provided for a complete application:					
G-1	Payment of application and escrow fees. (Application: \$ _____ Escrow: \$ _____)				
G-2	Seventeen (17) legible prints of all drawings and seventeen (17) copies of the application form and all other required documents. The following number and sizes of prints shall be provided: six (6) copies of full size prints and eleven (11) copies of reduced size prints. Reduced size prints shall be on 11" x 17" sheets for map scales larger than 1"=50' and on 15" x 21" sheets for map scales 1"=50' and smaller.				
G-3	Electronic versions of the prints shall be provided in both Adobe® Portable Document Format (PDF) and Autodesk® Document Exchange Format (DXF).				
G-4	A certification from Tax Collector that all taxes, and rollback taxes if applicable, upon the tract have been paid to date.				
G-5	A receipt indicating delivery of an application to the Hunterdon County Planning Board.				
G-6	The applicant's name, address, telephone, fax number and e-mail address for correspondence.				
G-7	The owner's name, address, telephone, fax number and e-mail address for correspondence.				
G-8	The name, address, telephone, fax number and e-mail address of licensed preparer of the plan(s).				

ALEXANDRIA CODE

Maps, Reports and Other Written Information Required for Complete Application		Applicant Portion			Township Portion	
		Complies	Not Applicable	Waiver Requested	Complies	Does Not Comply
G-9	The name, address, telephone, fax number and e-mail address of applicant's attorney, if represented.					
G-10	A preliminary plat prepared, signed, and sealed by a licensed New Jersey Land Surveyor. Plat must be based upon an actual survey certified by licensed Land Surveyor.					
G-11	Engineering plans, if required, shall be prepared, signed, and sealed by a licensed New Jersey Professional Engineer.					
G-12	All plats, plans and maps shall be on one of the following standard size sheets as specified by the "Map Filing Law": 8 1/2" x 13", 30" x 42", 24" x 36", 11" x 17", 18" x 24" or 15" x 21"					
G-13	Where stream channel improvements or crossings are proposed or required, submit approvals by the New Jersey Department of Environmental Protection.					
G-14	A soil erosion and sedimentation control plan shall be submitted to the Hunterdon County Soil Conservation District.					
G-15	A stormwater management plan, if applicable.					
G-16	A written request for individual variances and all waivers.					
The plans must show or include the following for a complete application:						
G-17	The applicant's name, address, and telephone number.					
G-18	The owner's name, address, and telephone number.					
G-19	The name, address, telephone, fax number, signature and seal of licensed preparer of the plan(s).					
G-20	The tax map sheet, block and lot number of tract.					
G-21	The date of the original preparation and the date(s) of revisions, if any, on each sheet of the plans.					
G-22	The zoning classification of the site and of adjacent land; pertinent lot size, yard setback and other zoning requirements.					
G-23	Written and graphic scale(s) on each sheet of the plans, as applicable.					
G-24	A reference meridian on each sheet of the plans, as applicable.					
G-25	The name, and block and lot number of all property owners within two hundred (200) feet of the tract.					
G-26	Bearings and distances on all existing property lines.					
G-27	The location of existing structures and existing or proposed roads, easements, driveways, public right-of-way, streams, bridges, culverts and natural watercourses in the subdivision and within one hundred (100) feet thereof.					

LAND USE

Maps, Reports and Other Written Information Required for Complete Application		Applicant Portion			Township Portion	
		Complies	Not Ample	Waiver Requested	Complies	Does Not Comply
G-28	All right-of-way lines.					
G-29	The location and description of all survey monumentation (concrete monuments, irons, spikes, etc.) found or set.					
G-30	The location and size of any existing or proposed utility easement, stream easement, sight easement, etc., which may affect title to the land.					
G-31	All streets and roads with correct names or route numbers.					
G-32	Signed and sealed certification by the licensee as to the accuracy of the details shown on the map.					
G-33	Signed certification on the drawing, by the owner, that the applicant is either the owner of the land which is the subject of the development application, or is authorized by the owner to make application.					
G-34	A notation on the drawings stating that new lots will be deed restricted from further subdivision.					
G-35	All plats shall comply with the "Map Filing Law."					
G-36	The delineation of field identified wetlands where wetlands are identified on the property by the NJDEP Freshwater Wetlands Quarter Quadrangle Maps or by the NJDEP GIS mapping.					
G-37	Temporary lot numbers shall be assigned to each proposed lot beginning with one (1) and numbered consecutively.					
G-38	A key map at a scale of one (1) inch equals not more than one thousand (1,000) feet, depicting the entire subdivision and its relation to adjoining properties with lot and block numbers, within one thousand (1,000) feet of the extreme limits of the subdivision.					
G-39	A map scale of not less than one (1) inch equals one hundred (100) feet.					
G-40	Proposed lot layout, lot dimensions, required setback lines, and individual lot areas to the nearest one-hundredth of an acre.					
G-41	Topography within one hundred (100) feet of the site based upon U.S.G.S. Quadrangle Maps at a ten (10) foot contour interval (include remaining lands). If subdivision site improvements are proposed (i.e., common driveway) then contour interval shall be two (2) foot.					
G-42	Where applicable, locations, sizes, elevations, grades, and capacities of existing storm drain, drainage ditch or stream to which proposed facility is to be connected, if any.					
G-43	Indicate all (passing, failing and abandoned) soil testing and soil log locations and the reason for failure or abandonment.					
G-44	All proposed stormwater management measures.					
G-45	Natural resource mapping in accordance with § 115-24 of the Land Use Code.					
G-46	Buildable lot area mapping in accordance with § 115-25 of the Land Use Code.					

LAND USE

Application No. _____

TOWNSHIP OF ALEXANDRIA

DEVELOPMENT REVIEW CHECKLIST

Project Name: _____	Zoning District: _____
Street Location: _____	Block: _____ Lot: _____
Applicant: _____	Any checklist item for which a waiver is specifically being requested shall be accompanied by a narrative paragraph explaining why the applicant should be entitled to such waiver. The waiver may be approved for administrative purposes, but required prior to the approval of the application.
Signature of Applicant: _____	

INSTRUCTIONS: Complete All Applicable Sections:

- | | |
|--|--|
| <input type="checkbox"/> Section A: All applications (excluding B-16 Rural Estate Residence) | <input type="checkbox"/> Section E: Preliminary/Final Site Plan |
| <input type="checkbox"/> Section B: Minor Subdivision | <input type="checkbox"/> Section F: B-16 Minor Subdivision |
| <input type="checkbox"/> Section C: Preliminary Major Subdivision | <input type="checkbox"/> Section G: B-16 Preliminary Major Subdivision |
| <input type="checkbox"/> Section D: Final Major Subdivision | <input type="checkbox"/> Section H: B-16 Final Major |

Maps, Reports and Other Written Information Required for Complete Application	Applicant Portion			Township Portion	
	Complies	Not Ample	Waiver Requested	Complies	Does Not Comply

SECTION H: B-16 FINAL PLAT — MAJOR SUBDIVISION					
The following items and information must be provided for a complete application:					
H-1	Payment of application and escrow fees. (Application: \$ _____ Escrow: \$ _____)				
H-2	Ten (10) legible prints of all drawings and ten (10) copies of the application form and all other required documents. NOTE: Following the review of the final plat and corrections, if necessary, the applicant shall submit ten (10) additional paper prints and two (2) sets of original and reproduction plats as described in § 46:23-9.11(3)a of the "Map Filing Law." These shall contain original signatures on all certifications, and will be the permanent record of the approved subdivision.				
H-3	A certification from Tax Collector that all taxes, and rollback taxes if applicable, upon the tract have been paid to date.				
H-4	A receipt indicating delivery of an application to the Hunterdon County Planning Board.				
H-5	The applicant's name, address, telephone, fax number and e-mail address for correspondence.				
H-6	The owner's name, address, telephone, fax number and e-mail address for correspondence.				
H-7	The name, address, telephone, fax number and e-mail address of licensed preparer of the plan(s).				

ALEXANDRIA CODE

Maps, Reports and Other Written Information Required for Complete Application		Applicant Portion			Township Portion	
		Complies	Not Applicable	Waiver Requested	Complies	Does Not Comply
H-8	The name, address, telephone, fax number and e-mail address of applicant's attorney, if represented.					
H-9	Original and two (2) copies of affidavit indicating no changes or noting changes made since preliminary approval.					
H-10	Certification of improvements installed in accordance with ordinance requirements and preliminary plat approval, list of all improvements remaining to be constructed and their estimated costs and estimated amount of performance bond.					
H-11	Letter from Township CFO (where appropriate) indicating that monies have been paid to Township as reimbursement for engineering inspection costs of improvement construction or installation incurred since preliminary approval.					
H-12	An affidavit in accordance with the "Map Filing Law" setting forth the names and addresses of all the record title owners of the lands being subdivided and the consent in writing of all such owners to the approval of the final plat.					
H-13	Any exhibits required as a condition of preliminary approval.					
H-14	All plats, plans and maps shall be on one of the following standard size sheets as specified by the "Map Filing Law": 8 1/2" x 13", 30" x 42", 24" x 36", 11" x 17", 18" x 24" or 15" x 21"					
H-15	Copies of proposed deeds with language prohibiting further subdivision.					
The plans must show or include the following for a complete application:						
H-16	The applicant's name, address, and telephone number.					
H-17	The owner's name, address, and telephone number.					
H-18	The name, address, telephone, fax number, signature and seal of licensed preparer of the plan(s).					
H-19	The tax map sheet, block and lot number of tract.					
H-20	The date of the original preparation and the date(s) of revisions, if any, on each sheet of the plans.					
H-21	The zoning classification of the site and of adjacent land; pertinent lot size, yard setback and other zoning requirements.					
H-22	Written and graphic scale(s) on each sheet of the plans, as applicable.					
H-23	A reference meridian on each sheet of the plans, as applicable.					
H-24	The name and block and lot of all property owners within two hundred (200) feet of the tract.					
H-25	All right-of-way lines.					

LAND USE

Maps, Reports and Other Written Information Required for Complete Application		Applicant Portion			Township Portion	
		Complies	Not Ample	Waiver Requested	Complies	Does Not Comply
H-26	The location and description of all survey monumentation (concrete monuments, irons, spikes, etc.) found or set.					
H-27	All streets and roads with correct names or route numbers.					
H-28	Signed certification on the drawing, by the owner, that the applicant is either the owner of the land which is the subject of the development application, or is authorized by the owner to make application.					
H-29	A notation on the drawings stating that new lots are deed restricted from further subdivision.					
H-30	All plats shall comply with the "Map Filing Law."					
H-31	Delineation of wetlands.					
H-32	A key map.					
H-33	A map scale of not less than one (1) inch equals one hundred (100) feet.					
H-34	The purpose of any easement or land reserved or dedicated for any use shall be indicated, and the proposed use of sites other than residential shall be noted.					
H-35	Bearings, distances, and curve data (radius, central angle, arc length, chord bearing and distance, and tangent) of all curves.					
H-36	All lot lines, with accurate dimensions, bearings and distances.					
H-37	Lot areas to the nearest one-hundredth of an acre.					
H-38	Each lot shall be identified by a block and lot number assigned and provided by the Tax Assessor.					
H-39	Plat certifications to conform with the provisions of the "Map Filing Law" and § 115-153B(8) of the Land Use Code.					