


ZONING AND LAND DEVELOPMENT REGULATIONS

271 Attachment 6

 Township of Maplewood Essex County, New Jersey Submission Checklist for Major Subdivision – Final Approval Applicant – See Instruction and Notes on Last Page						Applicant			Twp.		
						Provided	N/A	Waiver Requested	Complete	Complete	
Name of Applicant:		Block	Lot(s)	Date	Ordinance Reference						
#	Item					Ordinance Reference					
SECTION 1 – SUBMISSION REQUIREMENTS											
1.	One Mylar, two cloth and 10 paper prints of plat.					§ 271-30A(1)	<input type="checkbox"/>	<input type="checkbox"/>	WAIVER REQUESTS NOT PERMITTED	<input type="checkbox"/>	<input type="checkbox"/>
2.	Fifteen copies of plat at a reduced scale; sheet size shall be 8 1/2" x 11" or 8 1/2" x 14" or 11" x 17".					§ 271-30A(1)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
3.	Four completed copies of application form with supporting exhibits.					§ 271-30A(1)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
4.	Four copies of checklist.					§ 271-30A(1)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
5.	Performance guaranty, including off-tract improvements, if any, approved by the governing body.					§ 271-30A(1)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
6.	Maintenance guaranty, if any.					§ 271-30A(1)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
7.	Applicable fees.					§ 271-30A(1)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
8.	Certification by Tax Collector that taxes have been paid to					§ 271-30A(1)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
9.	Certification by Soil Conservation District.					§ 271-30A(1)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
10.	Staging plan, if project is to be developed in stages, indicating: Anticipated date of commencement of construction of each phase; design to allow completed portions to have adequate drainage systems. Improvements that are to be installed in each stage prior to the application(s) for certificates of occupancy; demonstration that subsequent phases will have minimum adverse effects on occupied buildings. Written descriptions of construction program indicating manner to minimize possibility of road damage and other adverse effects.					§ 271-30A(2)(a)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
						§ 271-30A(2)(b)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
						§ 271-30A(2)(c)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
11.	Utility service letters, if services are to be extended to the					§ 271-30A(3)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12.	Township Engineer’s statement regarding installation and inspection of utilities, including either: <input type="checkbox"/> Improvements have been installed in accordance with approved preliminary plat, or <input type="checkbox"/> The developer has posted a performance guaranty which has been approved by the governing body.					§ 271-30A(4)(a)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
						§ 271-30A(4)(b)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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#	Item	Ordinance Reference	Applicant			Twp.	
			Provided	N/A	Waiver Requested	Complete	Complete
SECTION 2 – FINAL PLAT STANDARDS (Cont'd)							
21.	Information on plat to be approved by Township:						
	Signature blocks for the approving authority, Township Engineer and other endorsements required by law.	§ 271-31D(4)(a)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Municipal boundary line, if within 200 feet of the subdivision.	§ 271-31D(4)(b)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Street names.	§ 271-31D(4)(b)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Lot and easement lines, monument locations with accurate dimensions, bearing or deflection angles, radii, arcs and chord bearings, curve lengths.	§ 271-31D(4)(b)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	All dimensions based on actual survey prepared by land surveyor.	§ 271-31D(4)(b)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Building setback lines.	§ 271-31D(4)(b)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Area of each lot to the nearest square foot.	§ 271-31D(4)(b)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Exterior boundary based on field traverse with apparent field closure of 1:10,000 or better; corrected by accepted balancing methods to errorless closure.	§ 271-31D(4)(b)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Block and lot numbers as approved by the Tax Assessor.	§ 271-31D(4)(c)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Street numbers as specified by the approving authority.	§ 271-31D(4)(c)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Title of plat, name of municipality, date of survey, date of plat, date(s) of revisions and application number.	§ 271-31D(4)(d)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22.	Information to accompany plat:						
	Preliminary plat revised to show conditions and changes required at time of preliminary approval.	§ 271-31D(5)(a)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Proof of ownership or owner's consent.	§ 271-31D(5)(b)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Local, county and state approvals.	§ 271-31D(5)(c)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MAPLEWOOD CODE

			Applicant			Twp.	
			Provided	N/A	Waiver Requested	Complete	Complete
#	Item	Ordinance Reference					
SECTION 2 – FINAL PLAT STANDARDS (Cont'd)							
Certification of Section 2 by Township Engineer or designee. I certify that Section 2 of this checklist was reviewed by me on _____, and I determine as follows: <input type="checkbox"/> Incomplete <input type="checkbox"/> Forward to Approving Authority for Completeness Declaration							
Date _____		Signature _____			Title _____		

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Instructions to Applicant

1. This checklist is to be utilized in conjunction with application for *Final Approval of Major Subdivision*.
2. Applicant is to complete checklist as follows:
 - (a) Insert name of applicant, block and lot numbers, and date in appropriate locations at top of Page 1.
 - (b) Indicate, under the heading of "Applicant", the applicant's position relative to each checklist item. If the item has been provided, check "Provided." If it is the applicant's position that a particular item is not applicable to the application, check "N/A." Where permitted, if the applicant seeks a waiver from the checklist item requirement, check "Waiver Requested."
 - (c) Do not mark checkboxes under the heading of "Township." Do not mark the certification sections to be completed by the Township.

NOTE:

1. This checklist is not a substitute for the specific submission requirements contained in the Township Ordinance (Ch. 271, Zoning and Development Regulations). Refer to the actual ordinance for specific details.