


ZONING AND LAND DEVELOPMENT REGULATIONS

271 Attachment 9

 Township of Maplewood Essex County, New Jersey Submission Checklist for Major Site Plan – 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 date.					§ 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 site.					§ 271-30A(3)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

ZONING AND LAND DEVELOPMENT REGULATIONS

#	Item	Ordinance Reference	Applicant			Twp.	
			Provided	N/A	Waiver Requested	Complete	Complete
SECTION 2 – DESIGN STANDARDS (Cont'd)							
23.	Plan title.	§ 271-32E & § 271-32C(9)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24.	Streams.	§ 271-32E & § 271-32C(10)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25.	Zoning table indicating ordinance requirement and proposed: Total lot area. Lot coverage. Existing setbacks from street and all other property lines. Proposed setbacks from street and all other property lines.	§ 271-32E & § 271-32C(11)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
26.	Parking/loading/access table or plan notation indicating ordinance requirement and proposed: Number of parking stalls. Location and size of parking stalls. Number of loading spaces. Location and size of loading spaces. Location and size of access drives.	§ 271-32E & § 271-32C(12)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27.	Key maps showing: General location of the site within the Township. Site in relation to remaining lands of the owner.	§ 271-32E & § 271-32C(13)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MAPLEWOOD CODE

#	Item	Ordinance Reference	Applicant			Twp.	
			Provided	N/A	Waiver Requested	Complete	Complete
SECTION 3 – BUILDING AND USE PLAN STANDARDS							
28.	Proposed building and structures information: Size. Height. Location. Arrangement. Architectural treatment. Use. Floor plans. Front, side and rear elevation views. Anticipated expansion plans incorporated into the building design.	§ 271-32E & § 271-32D(1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
29.	Proposed sign information: Type. Size. Height. Location. Elevation view.	§ 271-32E & § 271-32D(1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
30.	Existing structures labeled as to remain or to be removed	§ 271-32E & § 271-32D(1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
31.	For non-residential projects, written description, indicating: Proposed use(s). Number of employees. Number of shifts to be worked. Maximum number of employees on each shift.	§ 271-32E & § 271-32D(1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ZONING AND LAND DEVELOPMENT REGULATIONS

#	Item	Ordinance Reference	Applicant			Twp.	
			Provided	N/A	Waiver Requested	Complete	Complete
SECTION 3 – BUILDING AND USE PLAN STANDARDS (Cont'd)							
32.	For apartment and townhouse projects, number of dwelling units, by type.	§ 271-32E & § 271-32D(1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SECTION 4 – CIRCULATION PLAN STANDARDS							
33.	Indicate access street(s) by name.	§ 271-32E & § 271-32D(2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
34.	Acceleration/deceleration lanes.	§ 271-32E & § 271-32D(2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
35.	Curbs.	§ 271-32E & § 271-32D(2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
36.	Access points to public street(s).	§ 271-32E & § 271-32D(2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
37.	Sight triangles.	§ 271-32E & § 271-32D(2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
38.	Traffic channelization.	§ 271-32E & § 271-32D(2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
39.	Easements.	§ 271-32E & § 271-32D(2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
40.	Fire Lanes.	§ 271-32E & § 271-32D(2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
41.	Driveways.	§ 271-32E & § 271-32D(2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
42.	Parking and loading spaces.	§ 271-32E & § 271-32D(2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
43.	Pedestrian walks – along expected paths of pedestrian travel.	§ 271-32E & § 271-32D(2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
44.	Bikeways.	§ 271-32E & § 271-32D(2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
45.	Facilities for the movement and storage of goods, vehicles and persons.	§ 271-32E & § 271-32D(2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
46.	Expansion plans (if any) to show expansion of parking and loading.	§ 271-32E & § 271-32D(2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
47.	Describe truck and trailer traffic.	§ 271-32E & § 271-32D(2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MAPLEWOOD CODE

#	Item	Ordinance Reference	Applicant			Twp.	
			Provided	N/A	Waiver Requested	Complete	Complete
SECTION 5 – NATURAL RESOURCES AND LANDSCAPING PLAN STANDARDS							
48.	Indicate existing:	§ 271-32E & § 271-32D(3)					
	Wooded areas.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Buffer areas, including screening devices and/or berms.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Seeded/sodded areas; ground cover.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Retaining walls.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Fencing.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Signs.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Street furniture.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Recreation areas.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Shrubbery.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Trees.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Other landscaping features.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
49	Indicate proposed:	§ 271-32E & § 271-32D(3)					
	Wooded areas.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Buffer areas, including screening devices and/or berms.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Seeded/sodded areas; ground cover.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Retaining walls.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Fencing.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Signs.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Street furniture.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

ZONING AND LAND DEVELOPMENT REGULATIONS

#	Item	Ordinance Reference	Applicant			Twp.	
			Provided	N/A	Waiver Requested	Complete	Complete
SECTION 5 – NATURAL RESOURCES AND LANDSCAPING PLAN STANDARDS (Cont'd)							
49.	Indicate proposed: (Cont'd) Recreation areas. Shrubbery. Trees. Other landscaping features.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
50.	Location and type of man-made improvements.	§ 271-32E & § 271-32D(3)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51.	Proposed plant material and trees (including list): Location. Number. Species. Caliper.	§ 271-32E & § 271-32D(3)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
52.	Grades and landscaping planned for aesthetic drainage and erosion control purposes.	§ 271-32E & § 271-32D(3)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
53.	Grading plan, drainage facilities and landscaping coordinated to prevent erosion and maintain capacity of drainage systems.	§ 271-32E & § 271-32D(3)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MAPLEWOOD CODE

#	Item	Ordinance Reference	Applicant			Twp.	
			Provided	N/A	Waiver Requested	Complete	Complete
SECTION 6 – FACILITIES PLAN STANDARDS							
54.	Indicate existing: Drainage and stormwater runoff facilities. Open space. Common property. Fire protection facilities. Gas service(s). Electric service(s). Telephone service(s). Sewerage service(s). Waterline service(s). Lighting. Solid waste collection and disposal methods.	§ 271-32E & § 271-32D(4)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
55.	Indicate proposed: Drainage and stormwater runoff facilities. Open space. Common property. Fire protection facilities. Gas service(s). Electric service(s). Telephone service(s).	§ 271-32E & § 271-32D(4)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ZONING AND LAND DEVELOPMENT REGULATIONS

#	Item	Ordinance Reference	Applicant			Twp.	
			Provided	N/A	Waiver Requested	Complete	Complete
SECTION 6 – FACILITIES PLAN STANDARDS (Cont'd)							
55.	Indicate proposed: (Cont'd) Sewerage service(s). Waterline service(s). Lighting. Solid waste collection and disposal methods.	§ 271-32E & § 271-32D(4)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
56.	For proposed facilities to be installed by the developer, indicate for each service: Grades. Sizes. Capacities. Materials.	§ 271-32E & § 271-32D(4)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
57.	For proposed facilities to be installed by the utility company, indicate location of the facility.	§ 271-32E & § 271-32D(4)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
58.	Easements, existing and proposed: Location. Legal documentation supporting granting of the easement, if easement involves an off-tract lot.	§ 271-32E & § 271-32D(4)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
59.	Proposed lighting: Location and type. Direction of illumination. Angle of illumination. Height of fixture. Intensity.	§ 271-32E & § 271-32D(4)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
60.	All utilities underground.	§ 271-32E & § 271-32D(4)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ZONING AND LAND DEVELOPMENT REGULATIONS

Instructions to Applicant

1. This checklist is to be utilized in conjunction with application for *Final Approval of Major Site Plan*.
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.