

ZONING AND LAND USE

190 Attachment 10

**BOROUGH OF POMPTON LAKES  
DEVELOPMENT PLAN CHECKLIST  
[Amended 2-23-2011 by Ord. No. 11-06]**

**Instructions:** Applicant to complete applicable sections by checking appropriate box, i.e., submitted, nonapplicable (N/A) or waiver requested. If a waiver is requested, please provide written explanation on separate sheet(s).

<b>I. Plan Details - All Development Plans</b>				
Submitted	Non-applicable	Waiver		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1.	Plan or plat signed and sealed by a P.E., P.S., P.P. or R.A., as provided by law (all sheets)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.	Boundary information based upon a current survey
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.	North arrow with reference (all sheets)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4.	Title block, including lot and block number(s) of subject property, original plan date and date(s) of all revisions, scale and graphic scale (all sheets)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.	Name, address and telephone number of record owner and applicant
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.	Key map at a scale of not less than 1 inch equals 400 feet showing street names and zone district
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7.	The names and addresses of all property owners within 200 feet of the tract boundary, including those in adjoining municipalities
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8.	Signature blocks for Board Chairperson, Secretary and Engineer
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9.	All structures existing and proposed within 200 feet of the tract and the use thereof
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10.	Zoning compliance schedule, including notation as to any variances/waivers requested
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11.	Current topographic survey with contours at two-foot intervals
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	12.	Location of watercourses, flood boundaries and wetlands; if none exist, supply separate engineer's statement
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	13.	The location, species and size of all existing trees having a caliper of 4 inches or greater measured at breast height
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	14.	FEMA Special Flood Hazard Area [ <b>Added 2-23-2011 by Ord. No. 11-06</b> ]

<b>II. Plan Details - Minor Subdivision Plat</b>				
Submitted	Non-applicable	Waiver		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1.	Lot lines, both existing and proposed, with bearing and distance, including existing lot lines to be removed

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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.	Areas and dimensions of lots existing and proposed to the nearest square foot
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.	Shortest distance between any existing building and a proposed or existing lot line
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4.	All front, side and rear setback lines shall be shown in accordance with the applicable zoning
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.	Existing and proposed rights-of-way and easements within and adjoining the trace with dimensions, existing improvements accurately shown
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.	Plat to be drawn at a scale not less than 1 inch equals 50 feet
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7.	Location of existing utilities which will serve the subject property: sanitary sewer, potable water, telephone, electric and gas

**III. Plan Details - Preliminary Site Plan or Subdivision**

Submitted	Non-applicable	Waiver		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1.	Drawn at a scale of not less than 1 inch equals 50 feet
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.	All existing and proposed lot lines with bearing and distance, including any lot lines to be removed
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.	Areas and dimensions of lot(s), existing and proposed, to the nearest square foot
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4.	Shortest distance between any existing buildings and a proposed or existing lot line
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.	All front, side and rear setback lines shall be shown in accordance with applicable zoning
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.	Existing and proposed rights-of-way and easements within and adjoining the tract with dimensions, existing improvements accurately shown
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7.	Location of existing utilities which will serve the subject property: sanitary sewer, potable water, telephone, electric and gas
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8.	Plans of proposed utility system connections or extensions, including locations, size and details
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9.	Written documentation from the respective utility company or authority indicating intent to serve the proposed development
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10.	Design plans for all proposed roadways, including horizontal and vertical geometry, center line, profiles, typical cross sections and construction details
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11.	Utility plan for all existing and proposed utilities, including profiles and construction details
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	12.	Circulation plan showing proposed vehicular and pedestrian circulation systems, including how the proposed ties into the existing system. Location of off-street parking and loading and access thereto, including dimensions and construction details

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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	13.	Grading plan showing all grading on-site and off-site based upon two-foot contour topographic survey, provide typical cross sections, where necessary
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	14.	Stormwater management plan showing how stormwater will be controlled and in what manner it will be released, including pre- and post-development drainage area map, drainage calculations and water quality control methods
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	15.	A soil erosion and sediment control plan designed in accordance with the Hudson-Essex-Passaic Soil Conservation District, including 2 copies of the application(s) made thereto
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.	Landscaping plan delineating all proposed exterior plantings, including ground cover, shrubs and trees, including size (planted and mature) and species of all materials, including common names. The plan shall be signed and sealed in accordance with the applicable laws
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.	Lighting plan clearly delineating all exterior lighting, including the proposed isolux patterns, mounting height, pole type, manufacturer's identification and construction details
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	18.	Sign plans showing all exterior signage, both identification and traffic control. The size and type of lighting and height shall be delineated
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	19.	Provisions for the collection, storage and disposal of solid waste and recyclable material shall be shown
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	20.	For all site plan applications, the preliminary floor plans and building elevations showing all sides. All such plans shall be signed and sealed in accordance with the applicable laws

IV. Plan Details - Final Site Plan or Final Subdivision				
Submitted	Non-applicable	Waiver		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1.	Drawn at a scale of not less than 1 inch equals 50 feet
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.	Final plans to be consistent with preliminary plans and meet all conditions of preliminary approval
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.	Statement that all federal, state, county and local permits or approvals have been obtained and complete listing of same
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4.	Compliance with checklist Section III as to plan detail
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.	Engineer's cost estimate for all proposed improvements
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.	For final subdivisions: a final plat prepared in accordance with the New Jersey Map Filing Law
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7.	Preliminary deed or form of easement for all lands to be dedicated to public use, including sight triangles

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