

ZONING AND LAND USE

190 Attachment 8

**BOROUGH OF POMPTON LAKES
SITE PLAN APPLICATION SUBMISSION CHECKLIST**

Submit copies of the following:

		Concept	Preliminary	Final	Compliance
1.	Application forms: Original and 18 copies	A	A	A	
2.	County Planning Board application: 2 copies	A	A	A	
3.	Protection covenants, deed restrictions, easements: 2 copies	A	A	A	
4.	18 copies or sets of development plans	A	A	A	
5.	Development plan checklist: 2 copies	A	A	A	
6.	Drainage calculations and stormwater management plan: 3 copies. Show drainage area contributing to site	N/A	A	A	
7.	Fee as provided in fee schedule	A	A	A	
8.	Letter(s) signed by a responsible officer of the water company, sewer authority, utility company which provides gas, telephone and electricity stating approval for each proposed utility installation design and indicating who will construct the facility	N/A	A	A	
9.	Certificate for payment of taxes	A	A	A	
10.	All plan details shall comply with chapter requirements; if not, a letter explaining the difference and a request for a waiver or a variance shall be submitted	A	A	A	
11.	All application forms, engineering drawings, architectural drawings and other submitted material and information shall be consistent and complement each other	A	A	A	
12.	All development plans, reports, etc., shall be signed and sealed as provided by law	A	A	A	
13.	Proof of application to County Soil Conservation District. Soil erosion and sediment control plan	N/A	A	A	

POMPTON LAKES CODE

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14.	New Jersey State approvals: Department of Transportation, Department of Environmental Protection	N/A	A	A	
15.	Deed(s) and affidavit of title for land being conveyed to borough for road widening, open space, recreation, utilities and easements	N/A	A	A	
16.	Public hearing notification for all development requiring same	N/A	A	A	
17.	As-built plans: 2 mylars, 2 cloth and 15 prints	N/A	A	A	
18.	Proof that applicant, Construction Official and Zoning Official provided written notice to the Planning Board Engineer, Health Officer and Operations Manager of the Pompton Lakes Municipal Utilities Authority, if the development encroaches upon wellhead protected areas, as defined by Borough ordinance.	A	A	A	
19.	For property located within the DRA-1 or DRA-2 Zones, proof that the Applicant has been designated as the Designated Redeveloper by the Pompton Lakes Redevelopment Agency.	A	A	A	

NOTES:

N/A equals nonapplicable