

ZONING AND LAND USE

190 Attachment 9

**BOROUGH OF POMPTON LAKES
SUBDIVISION APPLICATION SUBMISSION CHECKLIST**

Submit copies of the following:

		Type of Application			
		Minor/ Concept	Preliminary	Final	Compliance
1.	Application forms: original and 18 copies	A	A	A	
2.	County Planning Board application form: 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 completed by applicant	A	A	A	
6.	Drainage calculations and stormwater management plan: 3 copies. Show drainage area contribution to site	N/A	A	N/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	N/A	A	
9.	Certificate for payment of taxes	A	A	A	
10.	All plat details shall comply with chapter requirements; if not, a letter explaining the difference and a request for 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	N/A	A	
16.	Public hearing notification for all development required	N/A*	A	N/A	
17.	Final plat: 2 mylars, 2 cloth and 15 paper prints	N/A	N/A	A	

NOTES:

***Unless a variance is requested pursuant to N.J.S.A. 40:55D-70.**

A equals Applicant's responsibility.

N/A equals Nonapplicable.

If the applicant believes that an item is not applicable, the same should be reviewed with the borough's administrative officer or his designee