

DEVELOPMENT REGULATIONS

22 Attachment 4

**SCHEDULE OF DOCUMENTS REQUIRED TO BE SUBMITTED
BOROUGH OF KEANSBURG
(Section 22-12)**

Item No.	Description	Variance	Concept Plan	Minor Application		Major Application			
				Subdivision	Site Plan	Subdivision		Site Plan	
						Preliminary	Final	Preliminary	Final
A.	Application Form	X		X	X	X	X	X	X
B.	Project Plat Information								
1.	Name and address of owner and applicant	X	X	X	X	X	X	X	X
2.	Notarized signature			X (Final Plat prior to filing)			X (Final Plat prior to filing)		
3.	Name, signature, license number seal and address of engineer, land surveyor, architect, professional planner, and/or landscape architect, as applicable, involved in preparation of plat.	X	X	X	X	X	X	X	X
4.	Title block denoting type of application, tax map sheet, county, name of municipality, block & lot, and street location.	X	X	X	X	X	X	X	X
5.	Key map at specified scale showing location to surrounding properties, streets, municipal boundaries, etc., within 500 feet of property.	X		X	X	X	X	X	X
6.	North Arrow & Scale.	X	X	X	X	X	X	X	X
7.	Schedule of required zone district requirements including lot area, width, depth, yard setbacks, building coverage, open space, parking, etc.	X	X	X	X	X	X	X	X
8.	Signature blocks for chairman, secretary, and municipal engineer.			X	X	X	X	X	X
9.	Proof that taxes are current	X		X	X	X	X	X	X
10.	Certification blocks required by map filing law			X			X		
11.	Monumentation as specified by map filing law.			X			X		
12.	Date of current property survey.			X	X	X	X	X	X
13.	Plans to a scale of not less than 1 inch equals 100 feet on 1 of 4 of the following standard sheet sizes:			X	X	X	X	X	X
	8 1/2 inches x 13 inches								
	15 inches x 21 inches								

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	24 inches x 36 inches								
	30 inches x 42 inches								
14.	Metes and bounds description showing dimensions, bearings of original and proposed lots.			X			X		
15.	Metes and bounds description showing dimensions, bearings, curve data, length of tangents, radii, arcs, chords, and central angles for all centerlines and rights-of-way and centerline curves on streets.			X		X	X		X
16.	Acreage of tract to the nearest tenth of an acre.			X	X	X	X	X	X
17.	Date of original preparation and of each subsequent revision. Include brief narrative of each revision.	X		X	X	X	X	X	X
18.	Size and location of any existing and proposed structures with all setbacks dimensioned.	X	X	X	X	X	X	X	X
19.	Size and location of all existing structures within 200 feet of the site boundaries.			X	X	X	X	X	X
20.	Tax lot and block numbers of existing and proposed lots.			X		X	X		
21.	Area of proposed lots in square feet.		X	X		X	X		
22.	Any existing or proposed easement or land reserved for or dedicated to public use.	X	X	X	X	X	X	X	X
23.	Property owners within 200 feet of subject property.			X	X	X	X	X	X
24.	Location of streams, floodplains, wetlands or other environmentally sensitive areas on or within 200 feet of the project site (Note: variance applications need only show these features on-site).	X		X	X	X	X	X	X
25.	List of Variances required or requested.	X		X	X	X	X	X	X
26.	List of requested design waivers or exceptions.			X	X	X	X	X	X
27.	Phasing Plan as applicable to include:					X	X	X	X
	1. Circulation plan, including signage, separating construction traffic from traffic generated by intended use of site								
	2. Timetable and phasing sequence								
28.	Preliminary architectural plans and elevations.	X	X		X			X	X
29.	Site identification signs, traffic control signs, and identification signs.				X	X	X	X	X

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30.	Sight Triangles			X	X		X	X	X
31.	Proposed street names when new road is proposed.					X	X	X	X
32.	Parking plan showing spaces, size, and type, aisle width curb cuts, drives, driveways, and all ingress and egress areas and dimensions, the number of spaces required by ordinance, and the number of spaces provided.				X			X	X
33.	Solid waste management and recycling plan showing holding location and provisions for waste and recyclables.				X	X	X	X	X
C.	Construction Plans								
1.	Site layout showing all roadways, circulation patterns, curb, sidewalk, buffers, structures, open space, recreation, etc., as applicable.				X	X	X	X	X
2.	Grading and utility plan to include as applicable:				X	X	X	X	X
	a. Existing and proposed contours at 1 foot intervals for grades 3% or less and at 2 foot intervals for grades more than 3%								
	b. Elevations of existing and proposed structures								
	c. Location and invert elevation of existing and proposed drainage structures								
	d. Location of all streams, ponds, lakes, wetland areas								
	e. Locations of existing and proposed utilities including depth of structures locations of manholes, valves, services, etc.								
3.	Profiles of existing and proposed roadways including all utilities and storm water facilities.					X	X	X	X
3.	Freshwater Wetlands Letter of Interpretation for the project area.			X	X	X	X	X	X
4.	Performance Guarantees			X	X		X		X
5.	Executed Developers Agreement.						X		X
6.	Disclosure Statement (see NJSA 40:55D-48. et seq.				X	X	X	X	X
7.	Statement from utility companies as to serviceability of site.			X	X	X	X	X	X
8.	Stormwater Management calculations.					X	X	X	X
9.	Payment of all applicable fees.		X	X	X	X	X	X	X

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10.	Environmental Impact Report.					X		X	
Environmental Impact Report									
This report must include a description of the existing environment, and an analysis of alternatives based on impacts to that environment encompassing the following:									
	a)	Topography							
	b)	Hydrology							
	c)	Geology							
	d)	Air Quality							
	e)	Noise							
	f)	Biology							
	g)	Socioeconomics							
	h)	Transportation							
	i)	Energy							
	j)	Land Use							
	k)	Archeology							
	l)	Aesthetics							
The analysis should be in the form of report using the following format:									
	a)	Cover Sheet							
	b)	Executive Summary							
	c)	Table of Contents							
	d)	Purpose and need for action							
	e)	Alternatives including proposed action							
	f)	Affected Environment							
	g)	Environmental Consequences of Alternatives							
	h)	List of Agencies having jurisdiction over project and distribution list for the analysis							
	i)	List of preparers							
	j)	Appendices							