

LAND USE

650 Attachment 7

Borough of Roselle



FINAL MAJOR SUBDIVISION CHECKLIST

Applicant's Name: _____

Project Address: _____

Date: _____

Block: _____ Lot(s): _____

Case No.: _____

#	Requirement	Submitted	Not Applicable	Waiver Requested
C.	Final plat details. The final plat, notwithstanding any other requirements stipulated by Chapter 650 or other Borough ordinances, shall be drawn in ink on mylar at a scale of one inch equals 100 feet, except where otherwise permitted by the Planning Board and in compliance with all the provisions of Chapter 141 of the Laws of 1960 (Map Filing Law) and shall include the submission of the Borough's "Final Major Subdivision Checklist." The final plat shall contain or be accompanied by:	☐	☐	☐
(1)	Date, name and location of the subdivision, name of owner, graphic scale and reference meridian.	☐	☐	☐
(2)	Tract boundary lines, right-of-way lines of streets, street names, easements and other rights-of-way, land reserved or dedicated to public use, all lot lines and other site lines, with accurate dimensions, bearings or deflection angles and radii, arcs and central angles of all curves.	☐	☐	☐
(3)	The purpose of any easement or land reserved or dedicated to public use shall be designated, and the proposed use of sites other than residential shall be noted.	☐	☐	☐
(4)	Each block and lot shall be numbered in accordance with the system of numbers, which will ultimately be the numbers shown on the Borough Tax Map.	☐	☐	☐
(5)	Location of all monuments.	☐	☐	☐
(6)	Names of owners of adjoining unsubdivided land.	☐	☐	☐
(7)	Certification by a land surveyor licensed in the State of New Jersey as to the accuracy of the details of the plat.	☐	☐	☐
(8)	Certification that the applicant is agent or owner of the land or that the owner has given consent under an option agreement.	☐	☐	☐

ROSELLE CODE

#	Requirement	Submitted	Not Applicable	Waiver Requested
(9)	When approval of a plat is required by any officer or body of such municipality, county or state, approval shall be certified on the plat.	☐	☐	☐
(10)	Final construction plans and profiles showing proposed utility layouts (sanitary sewers, storm drains, water, gas, electric, detention basins, etc.) showing connections to existing or proposed utility systems. Cross sections of streets may be required by the Borough Engineer.	☐	☐	☐
(11)	Final drainage plan.	☐	☐	☐
	(a) A final drainage plan shall accompany the final plat. Such drainage plan shall show existing and proposed contours as required in §650-43 and shall show the same information as required on the preliminary plat, with the addition that the individual lot grading shall be shown as follows: final grades shall be shown for each lot corner, all high and low points and breaks in grade and at the corners of tentative house locations and the center line of the driveway at the right-of-way and center of the garage doors. If it is intended to use drainage swales, the elevation of these swales shall be shown. Easements are required for all cross lot drainage where drainage from one lot crosses over a downslope property either in swales or underground piping.	☐	☐	☐
	(b) All swales carrying cross-lot drainage shall be constructed in easements that are to be provided for the purpose of cross-lot drainage. The intent is to have all stormwater runoff drain to the street or to drainage swales without crossing the property of an adjacent lot unless there is an easement provided for that purpose.	☐	☐	☐
(12)	A soil erosion control plan and narrative shall accompany the final plat. Such soil erosion control plan shall show the same information as required on the final drainage plan and soil erosion control measures conforming with the Code of the Borough of Roselle. The soil erosion control plan and the final drainage plan may be combined as one plan and shall be submitted to the Union County Soil Conservation District for review and approval.	☐	☐	☐

LAND USE

#	Requirement	Submitted	Not Applicable	Waiver Requested
(13)	Proposed grading plan.	☐	☐	☐
	(a) As a condition precedent to the application for a building permit, a proposed grading plan for each individual lot shall be submitted to the Borough Engineer for review and approval. This plan shall include the proposed building footprint, finished first floor elevation and proposed ground elevations at the following locations: at all lot corners, all building corners and at vehicle entrance to a garage. The plan shall also show the proposed finished basement floor elevation, the existing groundwater elevation, the highest seasonally high groundwater elevation, the methods of determining both the existing groundwater elevation and the highest seasonally high groundwater elevation and by whom these determinations were made. Proposed contours at one-foot intervals shall be shown.	☐	☐	☐
	(b) If the proposed individual lot grading plan deviates from the approved subdivision final drainage plan, then an amended subdivision final drainage plan shall be submitted to the Borough Engineer for review and approval.	☐	☐	☐
(14)	A copy of the preliminary approval resolution, together with all proposed additions, changes or departures therefrom, if applicable, shall be submitted with the final plat application.	☐	☐	☐
(15)	A landscape plan, prepared by a certified or licensed landscape architect at a minimum scale of one inch equals 50 feet or larger, illustrating the proposed site elements as the relate to existing woodlands, isolated trees greater than five-inch caliper, existing topographic contours and any and all existing and proposed landscaping and buffering and the location, berm, height and width of other landscape architectural materials such as berms, fences, walls, site furnishings, bridges and walks.	☐	☐	☐
(16)	An aerial photograph with the site boundaries outlined to evaluate the existing surrounding land uses.	☐	☐	☐
(17)	A traffic signage plan conforming to the requirements of §650-75, Subsection T.	☐	☐	☐