

## LAND DEVELOPMENT

### *125 Attachment 2*

**§ 125-70B. Minor Subdivision Checklist.**

No.	Item	Applicant	Not Applicable	Waiver Requested	Borough
1.	Name, address of owner and applicant				
2.	Name, signature, license number, seal and address of engineer, land surveyor, architect, planner and/or landscape architect, as applicable responsible for preparation of plat				
3.	Title Block denoting type of application, tax map sheet county, name of municipality, block and lot and street location				
4.	A key map at not more than 1"=1,000' showing location of tract with reference to surrounding properties, streets, zone lines and municipal boundaries within 500 feet				
5.	A schedule of required and provided zone(s) requirements including lot area, width, depth, yard setbacks, building coverage, floor area ratio, open space, and parking.				
6.	North arrow and scale of: 1" = 50' for tracts up to 40 acres; 1" = 100' for tracts greater than 40 acres.				
7.	Proof taxes are current.				
8.	Signature blocks for Chair, Secretary, Municipal Clerk and Municipal Engineer.				
9.	Source and date of current property survey.				
10.	Authorized affidavit of ownership.				
11.	Appropriate certification blocks as required by Map Filing Law				
12.	Monumentation as specified by Map Filing Law				
13.	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 center-line curves on streets,				
14.	One of four standardized sheets:  30" x 42" 24" x 36" 15" x 21" 8.5" x 13"				
15.	Acreage of tract to the nearest tenth of an acre (for GDP, to the nearest acre).				
16.	Revision box showing date of original and all revisions				
17.	Size and locations of any existing or proposed structures with all setbacks dimensioned.				
18.	Location and dimension of any existing or proposed streets.				
19.	All proposed lot lines and area of lots in square feet.				
20.	Building envelopes with front/rear, side yard setback lines dimensioned for newly proposed and existing lots.				
21.	Copy and/or delineation of any existing or proposed deed restrictions or covenants.				

FAIR LAWN CODE

No.	Item	Applicant	Not Applicable	Waiver Requested	Borough
22.	Location and acreage of any existing or proposed easement or land reserved for or dedicated to public or utility use.				
23.	List of required regulatory approvals or permits				
24.	List of variances required or requested				
25.	Requested or obtained design waivers or exceptions				
26.	Payment of application fees.				
27.	Names , block, lot numbers and addresses of property owners and lot lines of parcels within 200 feet identified on the most recent tax map sheet.				
28.	All existing watercourses, floodplains, floodway and flood-fringe areas, wetlands, marshes, ponds and land subject to flooding on the site and within 200 feet of the site.				
29.	Existing streets, rights-of -way and/or easements on and within 200 feet of tract.				
30.	Architectural significance of any existing buildings to remain or to be removed.				
31.	Compliance with all Master Plan proposals affecting the development.				
32.	Additional road right-of-way as specified in the Borough Master Plan or Official Map.				
33.	Topographical features showing existing and proposed grades and elevations, including: spot grades at building and property corners, tops and bottom of slopes, low areas, drainage swells, etc.				
34.	Boundary, limits, nature and general extent of wooded areas, specimen trees and other significant physical features.				
35.	Drainage calculations.				
36.	General soil types.				
37.	Soil erosion and sediment control plan, if soil disturbance exceeds 5,000 square feet.				
38.	New block and lot numbers confirmed with local assessor				
39.	Site triangles				
40.	Any recorded documents that may affect the application shall be submitted.				
41.	Other than a development application relating to a single-family home or a minor subdivision creating single-family residential lots, set forth a contribution disclosure statement in accordance with § 125-70H hereof. <b>[Added 10-24-2006 by Ord. No. 2064-2006]</b>				