

ZONING AND SUBDIVISION

175 Attachment 1

Development Plan Checklist

Project Name:

Owner:

Engineer/Designer:

Person Completing this Form:

Date:

Block(s)

Lot(s)

Application No.

Date submitted:

New

Revised

Date submission declared complete:

THIS FORM MUST BE COMPLETED AND RETURNED TO THE ADMINISTRATIVE OFFICER WITH THE SITE PLAN OR SUBDIVISION APPLICATION WHEN FILED: FAILURE TO INCLUDE ALL ITEMS REQUIRED ON SUBMITTED PLANS OR ATTACHMENTS WILL RESULT IN APPLICATION BEING CONSIDERED INCOMPLETE AND WILL BE REJECTED.

PRELIMINARY SITE PLAN

(WAIVER) (YES) (NO)

- 1. Fifteen copies of complete application. () () ()
2. Fifteen copies of site plan upon which the following information must be depicted pursuant to Section 175-14 et seq. of Site Plan Review Ordinance. Refer to Site Plan Review Ordinance 175-14 et seq. for detailed submission requirements. Failure to comply with submission requirements will result in application being rejected as incomplete. () () ()

ANY INFORMATION THAT CANNOT BE CONTAINED ON ANY OF THE MAPS SUBMITTED, SHOULD BE ATTACHED THERETO: i.e.

- (a) Scale, not to exceed one inch equals 10 feet, 20 feet, 30 feet, 40 feet, 50 feet, per ordinance. () () ()
(b) Detailed description of proposed use. () () ()
(c) All lot lines, approximate location of all structures and owners of lots within 200 feet of the site () () ()
(d) Location of all proposed buildings or structures to be created () () ()
(e) The lot and block number, tax map number, exact dimensions and acreage of property to be built upon () () ()
(f) The size, height, location and arrangement of all existing and proposed structures and signs, including proposed total building coverage in acres or square footage and the percent of the lot coverage, with an architect's scale elevations of the front, side and rear of any structure, and sign to be erected or modified to appraise the Board of the scope of the proposed work. Elevation details should depict exterior composition including trim materials. Refer to Ordinance Section 175-15 for further detail and specificity required of plans or attached exhibits () () ()

PINE BEACH CODE

PRELIMINARY SITE PLAN	(WAIVER)	(YES)	(NO)
(g) Existing structures on the site shall be identified either to remain or to be removed	()	()	()
A. Circulation Plan:	()	()	()
(1) Access streets and street names, acceleration and deceleration lanes, and such other information as is required	()	()	()
B. Landscaping and Environmental Plan:	()	()	()
(1) Refer to Ordinance Section 175-17 for specifications and details required of this plan	()	()	()
C. Facilities Plan:	()	()	()
(1) Including proposed locations of all drainage, open space, common property, fire, gas, electric, telephone, sewerage, water line locations, solid waste collection and disposal methods and such other additional information as required by the Ordinance	()	()	()
(2) Refer to Ordinance Sections 175-17 and 18 for additional specification and detail	()	()	()
D. Offstreet Parking and Loading Plan:	()	()	()
(1) Plan for access to lots.	()	()	()
(2) Plan for access to loading and parking spaces.	()	()	()
(3) Curbing plan.	()	()	()
(4) Drainage plan.	()	()	()
I hereby certify that all the required Improvements have been installed or a bond posted in compliance with all applicable codes and ordinances (If improvements Installed)	()	()	()
<hr/> (Borough Engineer) (Date) (If bond posted)			
<hr/> (Borough Clerk) (Date) (Building Permit Issued)			
Approved by the Planning Board:			
Preliminary _____			
Final _____			
<hr/> (Chairman) (Date)			
(5) Name and License number of site planner or Professional Engineer with documents sealed with raised seal	()	()	()
(6) Date and revision dates of drawing and plans.	()	()	()

ZONING AND SUBDIVISION

PRELIMINARY SITE PLAN	(WAIVER)	(YES)	(NO)
3. As a condition for any approval required under this chapter, no taxes or assessments for local improvements or liens may be due or delinquent on the property for which the application is made. The tax collector will provide proof that no taxes or assessments for local improvements or liens are due and delinquent prior to approval	()	()	()
4. Payment of all applicable fees for preliminary site plan review pursuant to Ordinance	()	()	()
5. Storm water management plan.	()	()	()
6. Referral to Ocean County Planning Board for review and approval, if applicable	()	()	()
7. Three copies of completed checklist.	()	()	()
8. Deeds of Easement, right-of-way, drainage, sewer, sight, open space, etc. approved by Board Attorney and Engineer	()	()	()
9. Disclosure of 10% ownership interest of corporation or partnership which is 10% owner of applying corporation or partnership (N.J.S.A. 40:55D-48.2)	()	()	()
10. Applicant for a project located within a flood hazard area to apply for approval in conformance with the "90 Day Construction Permit Act"	()	()	()
11. State ingress and egress approval, where applicable.	()	()	()
12. Waiver required from Section(s) Reason:	()	()	()
13. Owners signed Certificate of Concurrence with the plan	()	()	()

DEVELOPMENT PLAN CHECKLIST

Project Name:

Owner:

Engineer/Designer:

Person Completing this Form:

Date:

Block(s)

Lot(s)

Application No.

Date submitted:

New

Revised

Date submission declared complete:

THIS FORM MUST BE COMPLETED AND RETURNED TO THE ADMINISTRATIVE OFFICER WHEN FILED: FAILURE TO INCLUDE ALL ITEMS REQUIRED ON SUBMITTED PLANS OR ATTACHMENTS WILL RESULT IN APPLICATION BEING CONSIDERED INCOMPLETE AND WILL BE REJECTED.

FINAL SITE PLAN APPLICATION	(WAIVER)	(YES)	(NO)
1. Fifteen copies of complete application for Final Site Plan Approval	()	()	()
2. Fifteen copies of site plan in final form including all information depicted on the Preliminary Plan and satisfaction of all conditions of preliminary approval	()	()	()

PINE BEACH CODE

FINAL SITE PLAN APPLICATION	(WAIVER)	(YES)	(NO)
3. Payment of all Final Site Plan filing fees.	()	()	()
4. Date and revision dates of plans, drawings and/or reports	()	()	()
5. Certification from the Collector that all taxes are current on the property through the current month quarter	()	()	()
6. The purposes of all easements and rights-of-way and all land reserved for or dedicated to public use of lots other than residential shall be noted	()	()	()
7. Final plat to contain all information required.	()	()	()
8. Final site plan to contain all information otherwise required	()	()	()
9. Final Site Plan preparation to contain the following required information pursuant to Ordinance 175-15 for compliance with details set forth therein:	()	()	()
a. Scale of one inch equal 10 feet, 20 feet, 30 feet, 40 feet, or 50 feet, as applicable	()	()	()
b. Plans to be signed and sealed by architect or engineer licensed in New Jersey	()	()	()
c. Accurate depiction of lot lines certified by licensed land surveyor submitted on the standard sheet sizes of 8 1/2 inch by 13 inch; 12 inch by 18 inch; 9 inch by 12 inch; 15 inch by 21 inch; 18 inch by 24 inch; 21 inch by 36 inch	()	()	()
d. All sheets and plans shall include the following data (if one sheet is not sufficient to contain the entire territory of the tract, the tract may be divided into sections to be shown on separate sheets of equal sizes; all sheets consisting of same scale with cross-references to the adjoining sheet(s):	()	()	()
(i) Name of proposed development.	()	()	()
(ii) Legend for placement of signature of Planning Board Chairman and Secretary	()	()	()
(iii) Dates of official Board action and dates of signature	()	()	()
(iv) A small key map giving general location of the tract to the remainder of the community; zone of district in which the lots are located	()	()	()
(v) North arrow.	()	()	()
(vi) Date of the original plan and each subsequent revision date, together with a notation describing the substance of each revision	()	()	()
(vii) Graphic scale.	()	()	()
(viii) Total tract coverage to one 1/100 of an acre.	()	()	()
(iv) Reserved.	()	()	()
(x) Boundary survey of tract certified by a licensed plan surveyor	()	()	()
(xi) Existing and proposed streets and street names	()	()	()

ZONING AND SUBDIVISION

FINAL SITE PLAN APPLICATION	(WAIVER)	(YES)	(NO)
(xii) Existing and proposed contour lines at two foot intervals inside the tract and within 50 feet of tract's boundaries	()	()	()
(xiii) Existing and proposed streams and easements	()	()	()
(xiv) Flood hazard areas based on 100 years plus storms	()	()	()
(xv) All dimensions and areas needed to verify compliance with zoning ordinances such as, but not limited to, building area, lot lines, parking and loading spaces, setbacks, buffers and yard areas	()	()	()
10. Compliance with building setback lines.	()	()	()
11. Block numbers and lot numbers in accordance with established standards and in conformity with the Borough Tax Maps and as approved by the Tax Assessor	()	()	()
12. The names, exact locations and widths along the property lines of all existing or recorded streets intersecting the said boundaries or lying within 200 feet thereof; the delineation name and block and lot numbers of all bordering subdivisions; the names of the owner of all bordering unsubdivided acreage	()	()	()
13. Complete off-site information, including calculations concerning final disposition of storm water runoff from the downstream end of the property being developed to a point 2,000 feet downstream of and from the property being developed or the Borough's boundaries, whichever is greater distance. The information shall include culverts, slopes and cross-section areas for the length specified	()	()	()
Complete off-site information and disposition of sanitary sewers, including connections of all proposed facilities	()	()	()
14. Proposed spot elevations or finished elevations at all property corners, curb opposite property corners, corners of all proposed structures or dwellings, drainage and how designating direction of overland drainage flow on each lot	()	()	()
15. Final centerline profile grades, correct to 0.01 feet with full information concerning vertical curve elevations	()	()	()
16. All centerline elevations of each street at a minimum interval of 50 feet; cross sections and profiles of streets	()	()	()
17. Complete construction details for all structures including, but not limited to, manholes, inlets, headwalls, yard drains, culverts, bridges, and pumping stations	()	()	()
18. Location and description of all survey monuments.	()	()	()
19. Certificate by the Tax Collector that all taxes levied against the land have been paid to date	()	()	()
20. Copy of executed restrictive covenants, easements and proposed restrictions to the fee use of the land to be recorded	()	()	()

PINE BEACH CODE

FINAL SITE PLAN APPLICATION

(WAIVER) (YES) (NO)

21. Waiver requested from Section(s) of Site Plan Ordinance. Reason for requested waiver. Applicant must specifically and comprehensively explain reason(s) necessitating waiver from provisions of Site Plan and/or Land Use Development Ordinances. Use separate sheet of paper to explain reasons if space provided hereafter is inadequate and attach same to this Checklist

() () ()

ATTORNEY: _____

ADDRESS: _____

Attach appropriate Submission Checklist.

PHONE: _____

_____ Subdivision

Application No. _____

_____ Site Plan

Received By: _____

_____ Informal Plat

Date Submitted: _____

_____ Preliminary Plat

Fee Paid: _____

_____ Final Plat or Minor Subdivision

Date Approved: _____

Denied: _____

1.

	Applicant	Landowner	Person Preparing Plan
Signature*	_____*	_____*	_____*
Name	_____	_____	_____
Address	_____	_____	_____
Phone	() _____	() _____	() _____ Lic.# _____ SEAL

*NOTE: The signatures indicate an understanding of all the matters that are part of this application, including the plans attached hereto.

2. INTEREST OF APPLICANT IF OTHER THAN THE LANDOWNER

3. Disclose ownership interest in Section 9 of this application in accordance with the requirements of 40:55D-48.

4. STATEMENT OF LANDOWNER WHERE THE APPLICANT IS NOT THE LANDOWNER

I, _____, The Owner of Lot(s) _____, in Block(s) _____ in the Borough of Pine Beach, Ocean County, N.J., hereby acknowledge that the application of _____ for development on said lot(s) _____ is made with my complete understanding and permission in accordance with an agreement of purchase or option agreement entered into between me and the applicant herein stated.

Signature by Owner

ZONING AND SUBDIVISION

5. Is a variance or conditional use approval needed? _____
 If so, specify applicable section of statutes _____
 and applicable section of Ordinance: _____
 and provide detailed explanation of variances needed in Section 9 of this application.

6. PROPOSED DEVELOPMENT

Title of Plat:
 Street Address:
 Block and lot nos.:
 Zoning districts(s):
 Area of Tract: _____ (acres)
 Number of proposed lots: _____ including remaining portion of the original tract
 Total building coverage: _____ Sq. Ft. = _____ % of lot area
 Total lot coverage: _____ Sq. Ft. = _____ % of lot area
 Development Plans:
 {i1} Sell Lots Only = _____ Yes; _____ No
 {i1} Construct single family dwelling _____ = _____ Number
 {i1} Construct Commercial = _____ Type
 Total number of parking spaces: _____
 Total number of loading spaces: _____

7. GENERAL FACILITIES

	YES	NO
Each lot served by existing public street	_____	_____
New street being constructed	_____	_____
Existing street being widened	_____	_____
Existing public water available to tract	_____	_____
Public water being extended to tract	_____	_____
Other method of providing water (explain below)	_____	_____
Existing sewerage available	_____	_____
Off-tract sewerage treatment to be extended to development	_____	_____
Other method of sewerage treatment (explain below)	_____	_____
Are there deed restrictions; covenants, or easements affecting tract?	_____	_____
{i1} If yes, attach three copies	_____	_____
All utilities to be underground?	_____	_____
Are any streams proposed as stormwater impoundment or detention?	_____	_____
If yes, attach copy of State approval(s)	_____	_____
Is any part of the tract in a 100-year flood plain?	_____	_____

8. EXTENSION OF TIME FOR APPROVING AUTHORITY ACTION

PINE BEACH CODE

Previous Deadline for Action by the Approving Authority	Request of Consent to Extend the Deadline to the Following Date	Signature of Landowner/Application
--	--	---

9. OTHER COMMENTS OR EXPLANATIONS AND DISCLOSURE OR OWNERSHIP INTEREST