

DEVELOPMENT REGULATIONS

141 Attachment 5

**Borough of Collingswood
Application for Development Checklist**

**MINOR SUBDIVISION APPROVAL
MINOR SITE PLAN APPROVAL**

Applicant Name: _____

Application Number: _____

Date Submitted: _____

Date of Planning / Zoning Board Meeting: _____

ALL MINOR SUBDIVISION AND SITE PLAN APPLICATIONS MUST INCLUDE THE FOLLOWING:

- 15 Plats
 15 Completed application forms
 15 Completed checklists
 Fee(s) \$ _____
 Completed Camden County PB application forms
 Certificate of paid taxes
 Copy of deeds, easements
 One translucent print on cloth or plastic film (mylar)– SUBDIVISION ONLY

Please check the appropriate box(es) below for the type of proposed development. Plats must contain the information contained in the column below the selected box(es). For each item shown on the plat, please indicate by marking the appropriate box. If items are not provided, explain in the comments section or on an additional sheet of paper.

<input type="checkbox"/> Minor Subdivision	<input type="checkbox"/> Minor Site Plan
<input type="checkbox"/> Certified survey, prepared, signed and sealed by licensed land surveyor <input type="checkbox"/> Scale greater than 1" = 100' <input type="checkbox"/> Key map, from Borough Zoning Map <input type="checkbox"/> All existing structures and natural features within 200' of site <input type="checkbox"/> Current zoning and use of tract <input type="checkbox"/> Name, address, and phone number of owner <input type="checkbox"/> Name, address, and phone number of applicant / developer <input type="checkbox"/> Name, address, signature, seal, and phone number of person preparing plat <input type="checkbox"/> Project title <input type="checkbox"/> Block and lot numbers of proposed site <input type="checkbox"/> Address of the property <input type="checkbox"/> North arrow, scale, date of creation and revisions <input type="checkbox"/> Metes and bounds of property, property corner markers <input type="checkbox"/> Dimensions of all existing and proposed lot lines. Indication of lot lines to be eliminated <input type="checkbox"/> Location, widths, and names of existing and proposed right-of-ways within and adjoining tract <input type="checkbox"/> Location, size, and use of existing and proposed structures and natural features (fences, tree rows, ditches, water) <input type="checkbox"/> Existing and proposed easements and purpose of each <input type="checkbox"/> Front, side, and rear yard requirements (setbacks) <input type="checkbox"/> Area of original tract and each of the proposed lots as well as the number of newly created lots <input type="checkbox"/> Block and lot numbers and names of surrounding property owners within 200'	<input type="checkbox"/> Drawn by appropriate professionals as outlined in N.J.S.A. 13:40-7.1 <input type="checkbox"/> Scale greater than 1" = 100' <input type="checkbox"/> Key map, from Borough Zoning Map <input type="checkbox"/> All existing structures and natural features within 200' of site <input type="checkbox"/> Current zoning and use of tract <input type="checkbox"/> Name, address, and phone number of owner <input type="checkbox"/> Name, address, and phone number of applicant / developer <input type="checkbox"/> Name, address, signature, seal, and phone number of person preparing plat <input type="checkbox"/> Project title and address <input type="checkbox"/> Block and lot numbers of proposed site <input type="checkbox"/> North arrow, scale, date of creation and revisions <input type="checkbox"/> Dimensions based on certified survey, prepared by licensed land surveyor <input type="checkbox"/> All existing and proposed natural features <input type="checkbox"/> Location, widths, and names of existing and proposed right-of-ways within and adjoining tract <input type="checkbox"/> Existing and proposed easements and purpose of each <input type="checkbox"/> Block and lot numbers and names of surrounding property owners within 200' <input type="checkbox"/> Front, side, and rear yard requirements (setbacks) <input type="checkbox"/> Location and design of all access points and parking and loading areas <input type="checkbox"/> Location of on-site stormwater detention facilities, water and sewer service and other utilities <input type="checkbox"/> Location and preliminary details of all proposed signage, lighting, landscaping, buffering, and solid waste disposal

COLLINGSWOOD CODE

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| <input type="checkbox"/> Soil types from Soil Conservation Service Soil Survey Maps | <input type="checkbox"/> Architectural elevations and floor plans |
| <input type="checkbox"/> Location of all proposed and existing utilities as well as facilities to provide water and sewer service | <input type="checkbox"/> Listing of outside agency permits and approvals |
| <input type="checkbox"/> Certification signature blocks | |
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Comments: