

LAND DEVELOPMENT PROCEDURES

**TECHNICAL CHECKLIST
FINAL MAJOR SUBDIVISION
NETCONG BOROUGH**

NAME OF APPLICANT: _____
 DATE SUBMITTED: _____
 PROJECT NAME: _____
 BLOCK(S) AND LOT(S) _____

Check appropriate box. Attach a sheet which explains reasons for any waivers requested.

ITEM NO.	PLAN REQUIREMENT	PROVIDED	NOT APPLICABLE	WAIVER REQUESTED
1.	Plans drawn, signed, and sealed by appropriate New Jersey licensed professional persons(s) pursuant to N.J.S.A. 13:40-7 et seq.			
2.	Scale to be not smaller than 1"=100'			
3.	Map sizes as permitted by the New Jersey Map Filing Law (P.L. 1960, c. 141, as amended) All applications for properties located in any zone shall submit electronic plans to the Board Secretary, in pdf form, or as otherwise agreed to by the Board Secretary and Board Engineer.			
4.	The final subdivision plat shall provide all information as required by the New Jersey Map Filing Law (P.L. 1960, c. 141, as amended)			
5	As-built plans of the development prepared by a New Jersey licensed surveyor showing all improvements constructed to date if any. The as-built plans shall include the following: <ul style="list-style-type: none"> • Property lines for each of the subject properties with metes and bounds description • Graphic and written scale • Reference meridian • As-built profiles of the utilities • Permanent monuments which have been installed or proposed to be installed as per New Jersey Map Filing Law (P.L. 1960, c. 141, as amended) • Key map showing any municipal limits within 200 feet of the development and the names of the adjoining municipalities shown on key map • Zone data box showing: <ul style="list-style-type: none"> a. Zone district(s) b. Required and proposed area c. Required and proposed minimum lot width d. Required and proposed minimum setbacks e. Other applicable zone requirements • Existing and proposed streets, both public and private, showing the right-of-way width and width of the traveled way • Existing structures which are to remain with dimensions and setbacks to all property lines • All existing physical features on the property including but not limited to driveways, sidewalks, streams, wetlands, floodplains, railroads, bridges, drainage, trees, utilities, 			

NETCONG CODE

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	<p>public and private easements and reservations</p> <ul style="list-style-type: none"> • Wetlands areas and proposed transition areas delineated by a qualified professional and approved by the NJDEP • Area of new lots • Sight triangle easements in accordance with approved preliminary plan • Setback lines for each of the new lots based on zone requirements • Location of shade trees and landscaping • Location of streetlights • Location of traffic control signs • Location of street signs • Location of developments signs 			
6	<p>The as-built plan shall include the signature block below:</p> <p>Approved by the Netcong Borough Land-Use Board</p> <hr/> <p>Chairperson Date</p> <hr/> <p>Board Secretary Date</p> <hr/> <p>Board Engineer Date</p>			
7	A copy of all existing and proposed protective covenants or deed restrictions of every nature affecting the subject property including a statement as to whether such deeds or covenants are of record			
8	All public property and property proposed to be dedicated in the tract, accurately outlined and described with existing or proposed uses designated			
9	Location and use of all property to be reserved by covenant in the deed for the common use of all property owners or otherwise			
10	A written estimate of construction costs for all site improvements that have not been completed at the time of application			
11	Stormwater management maintenance plan addressing all provisions of Chapter 8 of the New Jersey Stormwater Best Management Practices Manual if the stormwater ordinance deems the project to be a major development			
12	List of any deviations from the requirements of the approved preliminary subdivision plan or an affidavit indicating the construction plans are in compliance with the approved preliminary subdivision approval			
13	Affidavit from applicant with reasonable supporting documentation verifying compliance with all terms and conditions of the preliminary approval			
14	Affidavit from applicant, indicating that the final subdivision is identical to the preliminary plan. If not, list specific changes with respect to any deviations			

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15	A deed, including a legal description by bearings and distances with corresponding area in square feet and/or acres of all lands to be dedicated for public use, i.e., easements, roads, etc.			