

LAND DEVELOPMENT PROCEDURES

**TECHNICAL CHECKLIST
FINAL SITE PLAN
NETCONG BOROUGH**

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

Check appropriate box. State 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 permitted: 8-1/2" x 11", 8-1/2" x 14", 11" x 17", 15" x 21", 24" x 36" 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 the subject property with the metes and bounds description • Graphic and written scale • Reference meridian • As-built profiles of the utilities • 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: <ol style="list-style-type: none"> a. Zone district(s) b. Required and proposed lot area c. Required and proposed minimum lot width d. Required and proposed minimum setbacks e. Other applicable zone requirements • Existing streets abutting the property, 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, public and private easements and reservations • Location and width of sidewalks within the site and abutting the subject property 			

NETCONG CODE

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	<ul style="list-style-type: none"> • Location and width of driveways, delineation of parking spaces, handicapped parking, loading areas, walls, fences and any other miscellaneous items constructed on the site • Wetlands areas and proposed transition areas delineated by a qualified professional and approved by the NJDEP • Sight triangle easements in accordance with approved preliminary plan • Setback lines for property based on zone requirements • Location of shade trees and associated site landscaping • Location of site lights • Location of traffic control signs • Location of any freestanding 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 within the tract, accurately outlined and described with existing or proposed uses designated			
9	Stormwater management maintenance plan addressing all provisions of Chapter 8 of the New Jersey Stormwater Best Management Practices Manual			
10	Location and use of all property to be reserved by covenant in the deed for the common use of all property owners or otherwise			
11	A written estimate of construction costs for all public improvements proposed to be constructed but that have not been completed at the time of application			
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 site plan 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.			