

NETCONG CODE

**TECHNICAL CHECKLIST
PRELIMINARY 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 person(s) pursuant to N.J.S.A. 13:40-7 et seq.			
2	Scale to be not smaller than 1"=100'			
3	Key map showing the subject property and all lands within 200 feet thereof with existing streets and zone boundaries 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	Map sizes permitted: 8-1/2" x 11" 8-1/2" x 14" 11" x 17" 15" x 21" 24" x 36"			
5	Plans should contain the following: a. Name of development b. Name and address of owner c. Name and address of developer d. Date of preparation e. Block(s) and lots developed f. Name, address, signature, seal and license number of person preparing plans			
6	Graphic and written scale Reference meridian			
7	Revision box and date of each revision			
8	Survey of the entire subject property, prepared by a New Jersey licensed surveyor, showing the location of the portion to be divided therefrom, giving all distances and showing all roads abutting or traversing the property. Development boundaries shall be clearly delineated with metes and bounds.			
9	A list of all property owners within 200' as disclosed by the most recent tax records			
10	Any municipal limits within 200 feet of the development and the names of the adjoining municipalities shown on key map			
11	Existing and proposed property lines with metes and bounds description			
12	Existing streets, both public and private, showing the right-of-way width and width of the traveled way			
13	Existing structures which are to remain with dimensions and setbacks to all property lines			

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ITEM NO.	PLAN REQUIREMENT	PROVIDED	NOT APPLICABLE	WAIVER REQUESTED
27.	Plans and profiles for existing and proposed: a. Storm sewers b. Sanitary sewers c. Water mains			
28.	Erosion and sediment control plan			
29.	Landscaping plan showing proposed shade trees and landscaping including species and size of plant materials			
30.	Lighting plan showing: a. Location of streetlights b. Height of streetlights c. Construction details of streetlights			
31.	Sign plan showing: a. Location of traffic control signs b. Street signs c. Developments signs d. Appropriate sign details showing size, height, materials and lighting			
32.	Environmental impact assessment including the following: a. Plan and description of the proposed development b. Inventory of existing natural resources c. Assessment of environmental impacts d. Unavoidable adverse environmental impacts e. Steps to minimize adverse environmental impacts f. Details and matter to be evaluated: 1. Sewage facilities 2. Water supply 3. Stormwater 4. Stream encroachments 5. Floodplains 6. Wetlands 7. Solid waste disposal 8. Air pollution 9. Traffic 10. Social/economic 11. Aesthetics 12. Required licenses, permits, etc.			
33.	A copy of all existing 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			
34.	Copy of the current deed of record and a copy of the title insurance policy for the property when purchased if available			
35.	All public property and property proposed to be dedicated in the tract, accurately outlined and described with existing or proposed uses designated			
36.	All construction details for proposed improvements.			
37.	Sketch of proposed layout or disposition of remaining lands if any			