## **BOROUGH OF MENDHAM**

## APPLICATION CHECKLIST

SEE LAND DEVELOPMENT ORDINANCE CHAPTER 195

	MIN	MINOR MAJOR					MAJOR VARI								
			PRELIMFINAL			40:55D-70				П		- 1			
ITEM NUMBER	SUBDIVISION	SITE PLAN	SITE PLAN WAIVER		SITE PLAN		SITE PLAN	(a) & (b)	(0)	(p)		APPLICANT MARK	STATUS	BOROUGH MARK	NOTES
1	•	•	•	•	•	•	•	•	•	•	Application Form along with filing and escrow fees.		COMPLIES N/A WAIVER		
2	•	•	•	•	•	•	•	•	•	•	Certification of ownership or authorization to file application.		COMPLIES N/A WAIVER		
3		•	•	•	•	•	•	•	•	•	Certificate from the Borough Tax Collector that all taxes and assessments are paid to date.		COMPLIES N/A WAIVER		
4									•	•	Zoning Officer Denial Form providing statistics and rationale for request.		COMPLIES N/A WAIVER		
5	•	•	•	•	•	•	•		•	•	Site Inspection Form		COMPLIES N/A WAIVER		
6	•	•	•	•	•	•	•		•	•	Sewer Permit Waiver, Application or Sewer Gallonage Clause		COMPLIES N/A WAIVER		
7	•	•	•	•	•	•	•		•	•	Historic Preservation Commission Application	E	COMPLIES N/A WAIVER		
8	•	•		•	٠	•	•	•	•	•	The names and lot/block numbers of all property owners within 200' of the extreme limits of the tract as shown on the most recent tax list prep. by the Borough Tax Assessor.		COMPLIES N/A WAIVER		
9	٠	٠	٠	٠	٠	ŀ	ŀ	•	•	•	Copy of Offical Tax Map depicting location of subject property supplied by the Borough Tax Assessor's Office		COMPLIES N/A WAIVER		
10	•	•	•	•	•	•	•		•	•	Written receipt from the County Planning Board, verifying that the County has received the application and fees, or letter of non-jurisdiction		COMPLIES N/A WAIVER		
11	•	•	•	•	•	•	•		•	•	Survey prepared by a licensed surveyor depicting: existing features, property boundaries, streetlines, setback lines, lots, reservations, easements, dedications, ROWs.		COMPLIES N/A WAIVER		
12	•	•		•	•	•	•		•	•	Plans signed and sealed by a NJ Professional Engineer and certified by a licensed land surveyor as to existing features and boundaries, folded into eighths with title block revealed.		COMPLIES N/A WAIVER		
13	3	•	•		•		•		•	•	Architectural data including floor plans, elevations for at least two sides of all proposed buildings and depiction of proposed building materials and external finishes.		COMPLIES N/A WAIVER		

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14		•		•	٠	•	•		•	•	When approval by another municipality is required, such approval shall be certified on the plat, or evidence shall be submitted that an application has been made for approval.		COMPLIES N/A WAIVER COMPLIES		
15			•								Copy of most recently approved site plan		N/A WAIVER		
16	•	•		•	•	•	•		•	•	Scale of not less than 1"=50' except 1" =100' on final sub- division plats. Site plans of one acre or less shall utilize a scale not less than 1" =20'.		COMPLIES N/A WAIVER		
17	•	•		٠	•	•	•		•	•	Key Map showing the location of the tract with reference to the surrounding properties, existing streets and streams within 1000 feet of the site.		COMPLIES N/A WAIVER		
18	•	•		•	•	•	•		•	•	Name of subdivision or development, Borough of Mendham Morris County.		COMPLIES N/A WAIVER		
19	•	•		•	•	•	•		•	•	Name, title, address and telephone number or subdivider or developer.		COMPLIES N/A WAIVER	_	
20	•	•		•	•	•	•		•	•	Name, title, address and license number of the professionals who prepared the plot or plan.		COMPLIES N/A WAIVER		
21		•		•	•	•	•		•	•	Name, title and address of the owner or owners of record. If owner is a corporation, the name and address of the president and secretary shall be submitted.		COMPLIES N/A WAIVER		
22	•			•	•	•	•		•	•	North arrow with reference meridian. Scale (written and graphic).		COMPLIES N/A WAIVER		
23		•		•	•	•	•		•		Date of original preparation and of each subsequent revision thereof and a list of specific revisions entered on each sheet.	E	COMPLIES N/A WAIVER		
24	•	•	•	•	•	•			•	•	Approval signature lines		COMPLIES N/A WAIVER		
25	•	•		•	•	•	•		•	•	Acreage to the nearest hundreth of an acre; distances in feet and decimals of a foot, bearings given to the nearest 10 seconds. Radii,arcs, central angles and chord bearings and distances of all curves.		COMPLIES N/A WAIVER		
26	•	•		•	•	•	•		•	•	Existing tax map sheet No. and existing block and lot No. of the lots to be subdivided or developed as they appear on the Twp.Tax map. Distance, measured along ROW lines of abutting streets, to the nearest intrsct. with other public streets.		COMPLIES N/A WAIVER		
27	•	•	•	•	•	•	•	•	•	•	Zoning districts affecting the tract and within 200 feet. District names and tabular schedule of requirements and proposed conditions as the Ordinance, including variance and waiver requests noted on the plat or plan.		COMPLIES N/A WAIVER		

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			PRELIMFINAL				55D								
ITEM NUMBER	SUBDIVISION	SITE PLAN	SITE PLAN WAIVER	NOISINIGENS	SITE PLAN	NOISIAIGENS	SITE PLAN	(a) & (b)	(၁)	(p)		APPLICANT MARK	STATUS	BOROUGH MARK	NOTES
28											The locations and dimensions of all existing improvements. Indication of structures to remain and to be removed		COMPLIES		
20		•			•		•		-		with spot elevations of such structures. Location of all		N/A		
1						1	ļ				existing structures within 100' of the property boundary.		WAIVER		
	П		-			<b></b>					The location of all existing and proposed storm drainage	П			
											structures and utility lines whether public or privately owned,		COMPLIES		
29	•	•		•	•		•		•		with pipe sizes grades and direction of flow, location of inlets,	L	N/A	_	
					<u> </u>						manhols and other appurtenances.	╄	WAIVER		
				l			Г				The proposed location of all proposed screening and land-	┕		<u> </u>	
30	•	•		•	•		•				scaping, and a planting plan indicating natural vegetation to	L	COMPLIES	<u> </u>	
ı						Ì			1		remain and areas to be planted with a schedule providing a	$\vdash$	N/A	<u> </u>	
						l					listing of the botanical and common names, quantity and size	$\vdash$	WAIVER	┢─	
<u> </u>	_		L	<u> </u>	ļ	┡	╄	┡	ļ	-	of plant material at the time of planting.	╀	COMPLIES	_	
				١.			١.	l	١.		The total acreage of the drainage basin of any watercourse	$\vdash$	N/A	┢	
31	•	•		•	•	İ	•		•		running through or adjacent to the tract.	$\vdash$	WAIVER		1
-	⊢	_	┡	├		⊢	╄	┢	╫	╁	The location and extent of drainage and conservation	╫	COMPLIES	-	
32			ı				١.	1	١.		easements and stream encroachment lines.	<b> </b>	N/A	┢	1
ľ	•	-		ľ	ľ	١	-				outomore and discont one assument in the	$\vdash$	WAIVER	╁	
H	十	<del>-</del>	┢	H	1-	十	T	╁	一	T	The location, extent and water level elevation of all surface	T	COMPLIES		
33			1			١.		1			waters and wetlands within 200 feet of the tract.		N/A		]
	1	١		1	1								WAIVER		
Г	T		Т	Г		Т	Т	Г	Τ		Existing and proposed contours, based on USGS datum	L	COMPLIES	L	
34	•	•	ı	•	•	ı			•		with a contour interval of 1 ft. for slopes less than 3%, an		N/A		
	İ		ı		l			1			interval of 2 ft. for slopes between 3 & 10%, and 5 ft. for	_	WAIVER	<u> </u>	
		1	ı	1		1			1		slopes > 10%. Include slope delineation and tablulations	_		┞	ļ
L	_	L	<u> </u>	L	Ļ	$\perp$	<b>_</b>	┺	╄	<b>Ļ</b>	per Section 215-12.4.	╄		$\vdash$	
			1						1	1	Road right-of-way dedication and improvement, as	$\vdash$	COMPLIES	-	-
35	•	•	1	•	1.	1.	•	1	•	1	applicable.	$\vdash$	N/A WAIVER	⊢	-
┡	╀	┞—	╄	╄	╄	╄	+-	┼	╄	+	Deed descriptions, including metes and bounds, ease-	┿	COMPLIES	+	
36		١.			1	_		1			ments, covenants, restrictions and roadway and sight	$\vdash$	N/A	<del>' </del>	1
l <sup>st</sup>	•	•	1			•	•	1			triangle dedications.	-	WAIVER	۲	1
$\vdash$	╁	-	╂	╁	╀		+	╄	┿	+	Soil types as per the County Soil Conservation District.	十	COMPLIES	1	
37			ı		1.	١	١.	ı	١.		Proposals for soil erosion and sediment control as	$\vdash$	N/A	T	1
ľ	T	آ		ľ			1				required by N.J.S.A. 4:24-39 et seq.		WAIVER	†	1
	十	一	t	十	+	+	$\top$	+	╈	十	Locations of existing rock outcrops, highpoints, water-	┰	COMPLIES	厂	
38	3		1					1			courses, depressions, ponds and marsh areas as	Г	N/A	Ι	
			1	1		1			1		determined by survey.		WAIVER		

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							П		П				COMPLIES		
39	•	•		•	٠	•	•		•	•	Required front, side and rear setback lines.	_	N/A		
							Щ		<u> </u>			┞.	WAIVER		
									ŀ		Size, height and location and use of all proposed buildings		COMPLIES		
40	•	•		•	•		•		•	•	including all proposed floor elevations.	_	N/A		
		_				_	Ш		<u> </u>	┡		┡	WAIVER		
						1					Location and size of all proposed signage including design	⊩	COMPLIES		
41	•	•	•	•	•		•			•	and lighting details. If no signage is proposed, a statement	⊢	N/A WAIVER		
	Н					H		┡	-	-	to that effect shall be added to the plan.  Copy of Building Floor Plan designating the location and	⊢	COMPLIES	-	
						ļ					floor area (in square feet) a) to be occupied by the applicant		N/A		
42											for its proposed use, and b) currently occupied by any other	⊢	WAIVER		
42			•				1				use in the building.	H	**********		
	Н				├─	_	┢	H	┿	t	The proposed location, direction of illumination, power	╁	COMPLIES		
43										1	and type of proposed outdoor lighting including details,	Г	N/A		
						ļ			1		intensity in footcandles and hours of operation.		WAIVER		
_	_						H	_	1-	⇈	The location and design of any off-street parking and	T	COMPLIES		
44		•			•	1			ı	ļ	loading areas, showing size and location of bays, aisles		N/A		
						l			ı	1	and barriers.		WAIVER		
											All means of vehicular access or egress to and		COMPLIES		
45	•	•		•	•	l	•	l	•	•	from the site onto public streets, with the		N/A		
							ļ			_	information required by Ordinance.	┸	WAIVER	╙	
				Γ	[						Plans showing all existing drainage within 200 ft. of any	L	COMPLIES		
46	•	•	1	•	•	١	•		ı		boundary. Stormwater management calculations depicting	<u> </u>	N/A	<u> </u>	
			_	L		<u> </u>	<u> </u>	L	Ļ		compliance with all state and local codes.	╄	WAIVER	<u> </u>	
١						l			1	İ	The location of all existing and proposed waterlines, valves	⊩	COMPLIES	_	
47	١.	•		•		ļ	•		•		and hydrants and all sewer lines or alternative means of	$\vdash$	N/A		1
<u> </u>	1	$\vdash$	⊢	-	-	┝	╄	╄	+	╄	sewerage and and sewage disposal and treatment.	╁	WAIVER COMPLIES	⊢	<u> </u>
			l	l	1	1			1		All proposed streets with profiles, indicating grading; and cross sections showing width of roadway, location and width	$\vdash$	N/A	$\vdash$	ł
48	1					1	١.			1	of sidewalks and location and size of any utility lines conform-	$\vdash$	WAIVER	Н	İ
ľ	1				ľ	l	•	l			ing to Borough standards and specifications.		10,	1	İ
H	t		Н	H	Т	-	+	忊	十	十	Depiction of any existing or proposed protective covenants	T	COMPLIES		
49		•	1						.		or deed restrictions applying to the land being developed.		N/A		
1		ļ	1	1			1			1			WAIVER		1
	Г		Г	Г	Τ	1	1	T	Т	Т		Γ	COMPLIES		
50	1	•		•	1	•		1			Existing and proposed permanent monuments.		N/A		]
L	L							L					WAIVER		
			Γ			Γ		Γ	Π		Lot Block and street numbers as approved by the Borough	L	COMPLIES		
51	1			•		•		1			Engineer of the Borough of Mendham, including lot and block	$\vdash$	N/A	┡	
L	┖	$oxed{oxed}$	┖	L	lacksquare	L	<b>_</b>	_	丄	1	numbers and owners of the abutting properties.	_	WAIVER	L	
	ĺ		1		1		1			1	1	$\vdash$	COMPLIES	1	4
52	•	•	1	•	•		•		•		A Letter of Interpretation from the NJDEP	$\vdash$	N/A	⊢	
L	L				1			1.				1	WAIVER	1	<u> </u>

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53	•	•	•		•						For each lot not served by public sewage disposal, approval by the Borough Board of Health of percolation tests observed by the Borough Health Officer and certified by a licensed professional engineer, indicating that the proposed lot(s) can adequately accommodate a septic system in compliance with all state and local regulations. When a new connection to or change in plumbing facilities feeding an existing connection to the Borough sanitary system is proposed, an adopted resolution of the Borough Council approving the application.		COMPLIES N/A WAIVER		
54	•	•		•	•	•	•				Certification by the applicant's surveyor and engineer as to the accuracy of the details of the plat. Certification of compliance with RSIS, or provide a list of exceptions proposed.		COMPLIES N/A WAIVER		
55						•	•				Plan of all utilities in exact location together with a cost estimate of the installation of all public improvements to be installed.		COMPLIES N/A WAIVER		
56						•	•				Written proof that all lands set aside or shown for easement, public use or streets are free and clear of all liens and encumbrances.		COMPLIES N/A WAIVER		
57						•	•				Letters directed to the Chairman of the Board and signed by a responsible official of all utility companies, etc., providing service to the proposed development.		COMPLIES N/A WAIVER		
											NOTE: Board may require and ask for additional information				

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