

APPENDIX D-6

COMPLETENESS CHECK LIST
f o r
FINAL MAJOR SUBDIVISION
APPLICATION

Notice To Applicants: This form must be completed and returned to the Administrative Officer when Final Major Subdivision Application is filed with either the Planning Board or the Zoning Board of Adjustment. The applicant is required to address all items set forth on this Completeness Check List. Failure to address each item will result in the application being deemed incomplete. *(Please type or print clearly.)*

Applicant: _____ **Owner:** _____

Name of Project: _____

Location of Project:

Block: _____ **Lot(s):** _____

Street Address: _____ **Zoning District:** _____

Signature of person who prepared Check List

Date

Name and Title of person who prepared Check List (Please Type or Print)

For Planning Board Use Only:

Docket No. _____ **Date Received by Board:** _____

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<u>FINAL MAJOR SUBDIVISION</u>	Provided Waiver
<u>APPLICATION</u>	or Shown <u>Requested L</u>

General Requirements

Submission of completed Application Form and Check List (22 copies).

Payment of application fees and escrow deposit.

Certification that the Applicant is the owner of the land, or his properly-authorized Agent, or that the Owner has consented in writing to the filing of this application.

Concerning Corporations or Partnerships, submission of a list of names and addresses of all stockholders or individual partners owning at least ten percent (10%) of its stock of any class as required by N.J.S.A. 40:55D-48.1, et seq.

Submission of written certification from Tax Collector that all taxes and assessments are paid to date.

Submission of Final Major Subdivision plans (22 sets) signed and sealed by a N.J.P.E., N.J.P.P., N.J.R.A. or N.J.C.L.A. as required, and folded with Title Block revealed.

Submission of Final Major Subdivision plats (22 sets) signed and sealed by a N.J.P.L.S. and folded with Title Block revealed.

If the property in question is located within the Pinelands Area, then a Certificate of Filing must be obtained from the Pinelands Commission and submitted to the Board prior to the application being deemed complete for consideration by the Board.

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II. Flat Details

Scale of the Final Major Subdivision plats shall be not less than 1" = 50' and shall contain not more than one hundred (100) lots.

Title Block in accordance with the Rules governing Title Blocks for Professional Engineers (N.J.A.C. 13:40- 1 et seq.), including:

- Name of Development;
- Name, signature, address, and license number of the Professional(s) who prepared the Plan;.

- Date of original preparation and of each subsequent revision thereof, and a list of the specific revisions entered on each sheet.

The Final Plat shall be one (1) of four (4) standard sizes, namely, thirty by forty-two (30 x 42) inches, twenty-four by thirty-six (24 x 36) inches, fifteen by twenty-one (15 x 21) or eight by thirteen (8 x 13) inches, as measured from the cutting edges. If one (1) sheet is not of sufficient size to contain the entire territory, the map may be divided into sections to be shown on separate sheets of equal size, with references on each sheet to the adjoining sheets.

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The Final Plat shall show the dimensions, bearings and curve data, including lengths of tangents, radii, arcs, chords and central angles for all center-line and right-of-way line curves on streets, sufficient to enable the definite location of all lines and boundaries shown thereon, including drainage easements, public easements and areas dedicated for public use. The Final Plat shall show the tangents, chords, arcs, radii and central angles at all street corners.

All dimensions, both linear and angular, of the exterior boundaries of the subdivision, and all lots and all lands reserved or dedicated for public use shall balance, and their description shall close within a limit of error of not more than one (1) part in ten thousand (10,000).

Any easement or land reserved for or dedicated to the public use shall be so designated on the Final Plat, and the proposed use of sites other than residential shall be noted on the plat.

Each block and each lot shall be numbered in accordance with a scheme approved by the Township Tax Assessor. Written proof that the Township Tax Assessor has approved the block and lot numbers shall be submitted to the Board.

All proposed street names and street addresses must be approved in writing by the Township Tax Assessor.

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All municipal boundary lines crossing or adjacent to the territory intended to be subdivided shall be shown and designated.

The names of adjoining subdivisions, if any, and the file number of the recording or the names of the owners of adjacent properties shall be shown.

All natural and artificial watercourses, streams, shorelines and water boundaries and encroachment lines existing or dedicated by the filing of the plat shall be shown.

The Final Plat shall clearly show all monumentation and property markers as required, including monuments found, monuments set and monuments to be set. An indication shall be made where monumentation found has been reset. All monumentation shall be placed in compliance with the requirements of the Map Filing Law.

The Final Plat must include the required certifications as stipulated in the Map Filing Law.

The Final Plat shall indicate the zone and tract acreage and show the required minimum lot area, front, side and rear yard setback lines and the lot line dimensions and areas of each lot being created by the proposed subdivision.

The date of the survey shall be shown on the Final Plat.

A Point of Beginning (P.O.B.) shall be shown.

Scale (written and graphic).

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Name, address and telephone number of the Owner(s) of Record.

Name, address and telephone number of Developer.

North arrow with reference meridian.

Approval block with signature lines for the Chairman, Secretary and the Board Engineer.

The Final Major Subdivision plans submitted for Final Approval must have been revised to address all of the conditions of Preliminary Approval as set forth in the Preliminary Approval Resolution and the prior engineering review letters.

As a condition of any Final Approval granted by the Board, the applicant shall submit evidence of a comprehensive general liability insurance policy in an amount not less than three hundred thousand dollars (\$300,000.) per occurrence, identifying and saving harmless the Township of Barnegat and its agencies, employees and agents from any liability for any acts of the subdivider or his agents, contractors, or employees in the implementing of the approved subdivision. The insurance policy shall provide for ten (10) days' prior notice to the Township prior to cancellation.

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As a condition of any Final Approval granted by the Board, the applicant must post performance guarantees and inspection fees in amounts to be determined by the Township Engineer to guarantee the installation of the required on-site and off-site improvements.

As a condition of any Final Approval granted by the Board, the applicant must post performance guarantees and inspection fees in amounts to be determined by the Water & Sewer Utility Engineer to guarantee the installation of the required on-site and off-site water and sewer system improvements.

As a condition of any Final Approval granted by the Board, the applicant must post sufficient funds with the Township to cover the costs of the following assessments as required by Township ordinances:

- Affordable Housing Development Fee,
- Drainage Assessment;
- Off-site Traffic Assessment,
- Recreation Assessment;
- Tax Map Assessment.

As a condition of any Final Approval granted by the Board, the following documentation must be submitted:

- Municipal Water and Sewer Utility approval;
- Ocean County Planning Board approval,
- Ocean County Utilities Authority approval;

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<u>FINAL MAJOR SUBDIVISION</u> <u>APPLICATION</u>	<u>Provided</u> <u>or Shows</u>	<u>Waiver</u> <u>Requested</u>
Ocean County Soil Conservation District;	—	—
Ocean County Board of Health approval, if required;	—	
New Jersey Department of Environmental Protection;		
Wetlands;	—	—
Waterfront Development; CAFRA;	—	
Sanitary Sewer System Extensions;	—	
Potable Water System Extensions;	—	—
Stream Encroachment		
New Jersey Department of Transportation, if required;	—	—
The Pinelands Commission, if located within the Pinelands Area;	—	
All other outside agency approvals as may be required.		