

LAND USE AND DEVELOPMENT REGULATIONS

30 Attachment 5

Borough of Fair Haven
Land Development Application Checklist

Name of Application: 31 THIRD STREET SUBDIVISION Date: 8/4/21
 Block: 38 Lot(s): 2 Address: 31 THIRD STREET
 Individual Completing Checklist: LINDA SURMONTE Title: ENGINEER

An application shall not be considered complete until all the materials and information specified below has been submitted, unless upon receipt of a written waiver request from the applicant, a specified requirement is waived by the municipal agency. The waiver request shall be granted or denied within 45 days of receipt of said request. If an item is considered by the applicant to be "Not Applicable", a waiver request should be made.

(2002 Code § 16.48.020; Ord. No. 2014-18)

Item Number	Minor						Major		Variance		Item Description	Applicant Mark	Status	Borough Mark	Comments
	Prelim		Final		40:55D-70		(a) & (b)	(c)	(d)						
	Subdivision	Site Plan	Subdivision	Site Plan	Subdivision	Site Plan									
1	•	•	•	•	•	•	•	•	•	Completed Application Form	✓	Complies			
												Waiver			
2	•	•	•	•	•	•	•	•	•	Calculation of the application fee and review escrow	✓	Complies			
												Waiver			
3	•	•	•	•	•	•	•	•	•	Individual checks made out to the Borough of Fair Haven in the amount calculated for the application fee and review escrow	✓	Complies			
												Waiver			
4	•	•	•	•	•	•	•	•	•	A completed Checklist (latest revision) with written explanations for all requested completeness waivers.	✓	Complies			
												Waiver			
5	•	•	•	•	•	•	•	•	•	Completed Escrow	✓	Complies			

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	Prelim						Final			40:55D-70					
	Subdivision	Site Plan	Subdivision	Site Plan	Subdivision	Site Plan	(a) & (b)	(c)	(d)						
										Agreement signed by owner and applicant.	✓	Waiver		TO BE PROVIDED	
6	•	•	•	•	•	•	•	•	•	Completed Ownership Disclosure Statement.	✓	Complies			
												Waiver			
7	•	•	•	•	•	•	•	•	•	Tax Collector Certification from the Borough Tax Collector that all current taxes and assessments on the property are paid to date.	✓	Complies			
												Waiver			
8	•	•	•	•	•	•	•	•	•	Certified list of property owners within 200' of the property as prepared by the Borough Tax Assessor.	✓	Complies			
												Waiver			
9	•	•	•	•	•	•	•	•	•	Completed Monmouth County Planning Board application. Copy of a check made payable to "Monmouth County."	✓	Complies		TO BE PROVIDED UPON APPROVAL	
												Waiver			
10	•	•	•	•	•	•	•	•	•	Completed Freehold Soil Conservation District (FSCD) application. Copy of a check made payable to "FSCD."	✓	Complies		TO BE PROVIDED UPON APPROVAL	
												Waiver			
11	•	•	•	•	•	•	•	•	•	Completed Monmouth County Health Department application. Copy of a check made payable to "Monmouth County."	✓	Complies		NOT APPLICABLE	
												Waiver			
12	•	•	•	•	•	•	•	•	•	Public utility "will serve" letters.	✓	Complies			
												Waiver			

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	Subdivision	Site Plan	Prelim	Final						
13					(a) & (b) (c) (d)	Environmental Impact Assessment	<input checked="" type="checkbox"/>	Complies		
			•	•						
			•	•						
			•	•						
			•	•						
14	•	•	•	•		Freshwater wetlands Letter of Interpretation.	<input checked="" type="checkbox"/>	Complies		All Dept/Groups Shuns Approval
	•	•	•	•						
	•	•	•	•						
	•	•	•	•						
15	•	•	•	•		List of all Federal, State, regional, and/or municipal approvals or permits required.	<input type="checkbox"/>	Complies		
	•	•	•	•						
	•	•	•	•						
16	•	•	•	•		Copies of all easements, covenants and deed restrictions including metes and bounds descriptions, on or affecting the property in question.	<input checked="" type="checkbox"/>	Complies		Just Approval
	•	•	•	•						
	•	•	•	•						
17	•	•	•	•		Twenty (20) prints prepared by a New Jersey licensed Professional Engineer or Land Surveyor. Each sheet must be signed and sealed by the appropriate professional. (8 copies 24x36, 12 copies 11x17).	<input checked="" type="checkbox"/>	Complies		
	•	•	•	•						
18	•	•	•	•		A digital copy of the plan in .dwg format (ACAD 2007 or later) and .pdf format (Adobe).	<input checked="" type="checkbox"/>	Complies		.DWG TO BE PRINTED FOR APPROVAL
	•	•	•	•						

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	Subdivision		Site Plan		Subdivision		Site Plan		40:55D-70								
	Subdivision	Site Plan	Subdivision	Site Plan	Subdivision	Site Plan	(a) & (b)	(c)	(d)								
19	•		•		•								Certification from the Borough Tax Assessor approving the block and lot designations.	✓	Complies		TO BE PROVIDED BY APPLICANT
															Waiver		
20			•										Certification from the Borough approving the road names and subdivision name.		Complies		
															Waiver		
21		•		•									An affirmative statement in writing indication how all applicable conditional use standards are met.		Complies		
															Waiver		
22					•	•							An engineer's estimate of all the improvements identified on the approved preliminary plan, which remain to be completed at the time of final plat.		Complies		
															Waiver		
23					•	•							An engineer's estimate of all the improvements identified on the approved preliminary plan, whether completed or remaining to be completed.		Complies		
															Waiver		
24					•	•							Deed descriptions including metes and bounds for all easements and right-of-way dedications, as identified on the approved preliminary plan.		Complies		
															Waiver		

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	Subdivision	Site Plan	Subdivision	Site Plan						
25	•	•	•	•		Six (6) copies of the Stormwater Management Plans and Reports in accordance with N.J.A.C. 7:8, including pre- and post-development calculations and drainage area maps.	✓	Complies		DEVELOPER DESIGN CALCULATIONS PROVIDED BY TPAJ PROJECT IS NOT A WAIVER DESIGN
26	•					As-built drawing/survey depicting all proposed site improvements approved during the preliminary site plan application and any deviations noted in the actual constructed improvements. Include a .dwg format (ACAD 2007 or later) and .pdf format (Adobe).		Waiver		
27	•	•	•	•	•	Photograph(s) of the subject property.		Complies Waiver		
28	•	•	•	•	•	List of variances required or requested.	✓	Complies Waiver		
29	•	•	•	•	•	List of requested design waivers or exceptions.	✓	Complies Waiver		
Plans shall show or include the following:										
30	•	•	•	•	•	Map scale not less than 1" = 100', showing the entire tract on one sheet not exceeding 24"x36."	✓	Complies Waiver		

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	Subdivision	Site Plan	Subdivision	Site Plan	Subdivision	Site Plan	40:55D-70							
							(a) & (b)						(c)	(d)
31	•	•	•	•	•	•			✓	Complies				
								Key map at specified scale showing location to surrounding properties, streets, watercourses, municipal boundaries, etc., within 500' of property.		Waiver				
32	•	•	•	•	•	•			✓	Complies				
								Site or Subdivision name.		Waiver				
33	•	•	•	•	•	•			✓	Complies				
								Name, signature, license number, seal, address, phone number, web address, and email address of professional responsible for preparing the plans.		Waiver				
34	•	•	•	•	•	•			✓	Complies				
								Title block denoting type of application, tax map sheet, County, name of municipality, block and lot, and street location		Waiver				
35	•	•	•	•	•	•			✓	Complies				
								Name, address, and phone number of property owner and applicant.		Waiver				
36	•	•	•	•	•	•			✓	Complies				
								North arrow and scale		Waiver				

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	Subdivision	Site Plan	Subdivision	Site Plan	Subdivision	Site Plan											
37	•	•	•	•	•	•		•	•			Schedule of required zone district requirements. Include basis for building and lot coverage, building height, FAR, and habitable floor area.	✓	Complies			
													✓	Waiver			
38	•	•	•	•	•	•						Approval signature block for Board Chairman, Secretary, and Borough Engineer.	✓	Complies			
													✓	Waiver			
39	•		•		•							Certification blocks required by map filing law.	✓	Complies			
													✓	Waiver			
40	•		•		•							Monumentation as specified by map filing law.	✓	Complies			
													✓	Waiver			
41	•	•	•	•	•	•		•	•			Date of current property survey.	✓	Complies			
													✓	Waiver			
42	•		•		•							Metes and bounds description showing dimensions, bearings of original and proposed lots.	✓	Complies			
													✓	Waiver			
43	•		•		•	•						Metes and bounds description showing		Complies			

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			Prelim	Final	40:55D-70							
	Subdivision	Site Plan	Subdivision	Site Plan	Subdivision	Site Plan	(a) & (b)					
								dimensions, bearings, curve data, length of tangents, radii, arcs, chords, and central angles for all centerlines and rights-of-way and centerline curves on streets.	✓	Waiver		NOT APPLICABLE
44	•	•	•	•	•	•		Acreage of tract to the nearest tenth of an acre.	✓	Complies		
										Waiver		
45	•	•	•	•	•	•	•	Date of original preparation and of each subsequent revision.	✓	Complies		
										Waiver		
46	•	•	•	•	•	•	•	Size and location of any existing and proposed structures with all setbacks dimensioned.	✓	Complies		
										Waiver		
47	•	•	•	•	•	•		Size and location of all existing structures within 200' of the site boundaries.	✓	Complies		AERIAL TO BE PROVIDED AT HEARING
									✓	Waiver		
48	•		•		•			Tax lot and block numbers of existing and proposed lots.	✓	Complies		
										Waiver		
49	•		•		•			Area of proposed lots in square feet.	✓	Complies		
										Waiver		
50	•	•	•	•	•	•		Any existing or proposed easement or land reserved for or dedicated to public use.	✓	Complies		NOT APPLICABLE
									✓	Waiver		

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	Subdivision	Site Plan	Prelim	Final						
51	•	•	•	•		Property owners within 200 feet of subject property.	✓	Complies Waiver		TO BE ADDED UPON RECEIPT
	•	•	•	•						
	•	•	•	•						
	•	•	•	•						
52	•	•	•	•		Location of streams, floodplains, wetlands or other environmentally sensitive areas on or within 200' of the project site (Note: variance applications need only show these features on site)	✓	Waiver		NOT APPLICABLE
	•	•	•	•						
	•	•	•	•						
	•	•	•	•						
53	•	•	•	•		Preliminary architectural plans and elevations.	✓	Complies Waiver		
	•	•	•	•						
54	•	•	•	•		Site identification signs, traffic control signs, and identification signs.	✓	Complies Waiver		NOT APPLICABLE
	•	•	•	•						
55	•	•	•	•		Existing and proposed sight triangles.	✓	Complies Waiver		NOT APPLICABLE
	•	•	•	•						
56	•	•	•	•		Proposed street names when new road is proposed.		Complies Waiver		
	•	•	•	•						
57	•	•	•	•		Parking plan.	✓	Complies Waiver		
	•	•	•	•						
58	•	•	•	•		Phasing plan as applicable.		Complies Waiver		
	•	•	•	•						

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59					•	•							Solid waste management and recycling plan showing holding location and provisions for waste and recyclables.		Complies		
														✓	Waiver		
60	•	•	•	•	•	•							Site layout showing all roadways, circulation patterns, curb, sidewalk, buffers, structures, open space, recreation, etc., as applicable.	✓	Complies		
															Waiver		
61	•	•	•	•	•	•							Grading and utility plan.	✓	Complies		
															Waiver		
62	•	•	•	•	•	•							Profiles of existing and proposed roadways and including all utilities and stormwater facilities. Roadway cross section at 50' intervals.		Complies		FINAL ROADWAY DESIGN TO BE PROVIDED UPON REVIEW OF PERMIT PLAN
														✓	Waiver		
63	•	•	•	•	•	•							Landscaping plan.	✓	Complies		
															Waiver		
64	•	•	•	•	•	•							Soil erosion and sediment control plan prepared in accordance with the standards for soil erosion and sediment control standards in New Jersey.	✓	Complies		TO BE PREPARED UPON APPEAL
															Waiver		

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	Subdivision	Site Plan	Subdivision	Site Plan	Subdivision	Site Plan					
65	•	•	•	•	•	•	Lighting plan.	✓	Complies Waiver		NOT APPLICABLE
66	•	•	•	•	•	•	Construction details for any on-site and off-site improvement.	✓	Complies Waiver		TO BE PROVIDED BY APPLICANT