



6 PROSPECT STREET, FAR HILLS, NJ 07931
T. 908.234.0611 F. 908.234.0918
WWW.FARHILLSNJ.ORG

CHECKLIST

Details Required for Minor subdivision Plats and Minor site Plans

Note: See Section 405 of the Far Hills Borough Land Management ordinance for further details of submission requirements and procedures.

X = Information submitted

W = Waiver requested (to be identified by applicant)

Column (1) - To be filled out by applicant

Column (2) - To be filled out by reviewing agency

- | (1) | (2) | |
|-------|-------|--|
| _____ | _____ | 1. Application form (20 completed copies) |
| _____ | _____ | 2. Plats or Plans (20 folded copies) signed and sealed by a N.J.P.L.S. or N.J.P.E., as required. |
| _____ | _____ | 3. Checklist (3 copies) |
| _____ | _____ | 4. Protective covenants, deed restrictions and easements applying to the land (3 copies). |
| _____ | _____ | 5. Drainage calculations (3 copies) |
| _____ | _____ | 6. Applicable fees (application and escrow) |
| _____ | _____ | 7. Certification by the Tax Collector that all taxes are paid to date. |
| _____ | _____ | 8. Scale of not less than 1" = 50' on one of the four following standard sheet sizes: (30" x 42 " ; 24" x 36"; 15" x 21"; or, 8½ x 13"). |
| _____ | _____ | 9. Key map at 1" equals not more than 800'. |

- _____ _____ 10. Title block:
- _____ _____ Name of subdivision or development, Far Hills Borough and Somerset county:
- _____ _____ Name, title, address, and telephone number of subdivider or developer;
- _____ _____ Name, title, address, and license number of the professional or professionals who prepared the plat or plan;
- _____ _____ Name, title, and address of the owner or owners of record;
- _____ _____ Scale; and
- _____ _____ Date of original preparation and of each subsequent revision thereof and a list of the specific revisions entered on each sheet.
- _____ _____ 11. Acreage figures (both with and without areas within public rights-of-way) and north arrow.
- _____ _____ 12. Approval signature lines as required by ordinance.
- _____ _____ 13. Existing Block and Lot number(s) of the Lot(s) to be subdivided or developed as they appear on the Borough Tax Map;
- _____ _____ 14. Subdivision or development boundary line (heavy solid line);
- _____ _____ 15. The location of existing and proposed property lines (with bearings and distances), streets, including right-of-way and pavement width, structures (with their numerical dimensions and an indication as to whether existing structures will be retained or removed), impervious coverage, parking spaces, loading areas, driveways, watercourses, railroads, bridges, culverts, drain pipes, bridle paths, any significant features such as family burial grounds, both on the tract and within two hundred (200) feet of its boundary;

- _____ 16. The location and width of all existing and proposed utility easements, the use(s) for which they are intended to be limited, and the manner in which the easements will be controlled;
- _____ 17. Zoning districts affecting the tract, including district names and requirements, and a comparison to the application;
- _____ 18. Proposed buffer and landscaped areas, in accordance with Sections 903 and 911 and subsections 909.C and 917.E.
- _____ 19. Delineation of flood plains, including both floodway and flood fringe areas;
- _____ 20. Contours as shown on the U.S.G.S. topographic sheets;
- _____ 21. Marshes, ponds and lands subject to flooding within the tract and within one hundred (100) feet thereof;
- _____ 22. The name of all adjacent property owners as they appear on the most recent tax list prepared by the Borough Tax Assessor;
- _____ 23. Wetlands and wetlands transition areas, including a letter of interpretation or a letter of exemption from the Department of Environmental Protection;
- _____ 24. Concerning minor subdivisions only, existing and proposed monuments;
- _____ 25. Concerning minor subdivision applications only and if the proposed lot(s) is (are) not served by a sanitary sewer, approval by the Borough Board of Health of soil profile pits and permeability testing, certified by a licensed professional engineer, indicating that the proposed lot (s) can adequately accommodate a septic system. The location(s) of the test hole(s), test results and compliance with the "Individual Sewage Disposal Code of New Jersey" or applicable Borough Board of Health Ordinances, which ever may be more

restrictive, shall be shown on the plat and certified by a licensed professional engineer, along with the location and size of the septic system.

- _____ 26. Road right-of-way dedication and improvement, as applicable.
- _____ 27. Sight triangle easements, as may be required by ordinance.
- _____ 28. Deed descriptions including metes and bounds, easements, covenants, restrictions and roadway and sight triangle dedications.
- _____ 29. Environmental Impact statement, as required (See Section 904).
- _____ 30. Proposals for soil erosion and sedimentation control as required by N.J.S.A. §4:24-39 *et seq.*

Signature of the applicant's agent and date

Signature of the municipal reviewer and date

Notes and comments: