

PRELIMINARY MAJOR SUBDIVISION CHECKLIST

Please complete ALL items on the checklist. Indicate "X" if submitted, N/A if it does not apply to your application and "W" if you will be requesting a waiver from submittal. A request of waiver must be submitted in writing with justification as to the reason a waiver should be granted. Failure to complete all items will result in an incomplete application.

Applicant _____ Block _____ Lot _____

Application No. _____ Date Submitted _____

Plan Name _____

Items required for submittal of application (PRELIMINARY MAJOR SUBDIVISION)	Submitted (check)	Staff Use Only
1. 15 copies of plat		
2. 15 copies of completed application form		
SKETCH PLAT SHALL CONTAIN THE FOLLOWING:		
3. Existing improvements or structures within the tract		
4. Existing improvements or structures within 200 feet of the tract		
5. Existing wooded areas within the subdivided parcels		
6. Existing wooded areas within 200 feet of the tract		
7. Portion of the tract to be subdivided		
8. Streets, roads, and existing utilities within 500 feet of the tract		
9. Existing streams (and direction of flow) within 500 feet of the tract		

Items required for submittal of application (PRELIMINARY MAJOR SUBDIVISION)	Submitted (check)	Staff Use Only
10. Tax Map location of property and all property lines existing and proposed		
11. Number of lots to be subdivided and statement concerning reasons for variances if applicable		
12. Existing utility statements		
13. Existing floodplains		
14. Conservation easements		
15. Right-of-way dedications		
PRELIMINARY PLAT SHALL CONTAIN THE FOLLOWING:		
16. Plat clearly and legibly drawn or reproduced at a scale not less than 1 inch equals 100 feet		
17. The Plat shall be prepared, signed and sealed by a professional engineer and shall comply with New Jersey law		
18. Preliminary plat shall clearly and accurately show a key map, at a scale of 1 inch equals 200 feet, and clearly delineating the location of the proposed subdivision within the Township and in relation to major streets, water bodies and political boundaries within the area.		
19. The name of the subdivision		
20. Tax Map sheet, block and lot numbers		
21. North arrow and graphic scale; reference meridian and United States Geological Survey vertical datum.		
22. Name and address of record owner or owners		
23. Name and address of record owner or owners of tracts abutting onto and within 200 feet of the tract to be modified.		

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24. Name and address of subdivider		
25. Name/address of person who prepared map		
26. Acreage of tract to be subdivided to the nearest tenth of an acre		
27. Contours at a 2 foot interval maximum (Contour should be referenced to United States Geological Survey datum and extended 200 feet beyond the lot lines where possible and as required)		
28. Location of existing property lines; streets and street right-of-way within 500 feet of the tract; buildings; watercourses and the extent of their floodplain; railroads and their rights-of-way; bridges, culverts; drainpipes; easements; utility lines, both underground and overhead; rock formations; wooded areas; isolated trees over 5 inches in diameter; other natural features		
29. Profiles of existing streets abutting the subdivision, indicating type and width of surface pavement, curb location and sidewalk and planting strip location.		
30. All existing elements, including but not limited to sidewalks, streets, paved areas, buildings, utilities, plant materials and drainage lines that are to be removed and/or demolished, shown as a part of the preliminary submission		
31. Soil Conservation Service Soil classification		
32. Percolation or permeability tests and soil logs shall be performed for each lot and witnessed by the Township Engineer or County Health Department, Test results, estimated seasonal highwater tables and soil morphology shall be noted on the plans and conform to the requirements of N.J.A.C. 7:9A et seq.		

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33. Plans of proposed utility layouts (sewers, storm drains, water, gas and electricity), showing feasible connections to existing or any proposed utility system		
34. When public sewerage systems and potable water are not available, show approximate locations and proposed designs for subsurface disposal systems and potable water wells		
35. Proof of payment for witnessing of soil borings or PERC tests by Township Engineer		
36. Location of all proposed property and all building setback lines		
37. Location and proposed cross sections and centerline profiles of all new streets and pedestrian ways, including sidewalks, cartways, curbs and planting strips		
38. Proposed floor and finish grade elevations at each building corner and proposed lot grading contours at 2 foot intervals		
39. Location and extent of all easements, open space, historic sites, floodplain and recreation areas, including the extent and surface water elevation and depth of all proposed lakes and ponds		
40. Plans for modification, addition or any other alteration to existing man-made features		
41. If preliminary plat covers only a portion of the applicant's entire holdings, indication of prospective future streets and lots by phase for the entire tract		
42. Any information required by the county		
43. Location and sizing of storm drains and groundwater underdrains, with complete design criteria and calculations included		

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44. Appropriate traffic control signs and street name signs shall be included on the plans		
45. Copy of any protective covenant or deed restriction applying to the land being subdivided		