

**SCHEDULE "A" CHECKLIST
PRELIMINARY MINOR/MAJOR SUBDIVISION
BOROUGH OF ROCKAWAY, MORRIS COUNTY, NEW JERSEY**

NAME OF APPLICANT: _____
 DATE SUBMITTED: _____
 PROJECT NAME: _____
 BLOCK(S) & LOT(S) _____

Check appropriate box. State reasons for any waivers requested. (Attach additional pages as required)

ITEM NO.	PLAN REQUIREMENT	PROVIDED	NOT PROVIDED	NOT APPLICABLE	WAIVER REQUESTED	REASON FOR WAIVER REQUESTED
1	Plans drawn, signed and sealed by appropriate New Jersey licensed professional person(s) pursuant to N.J.A.C.13:40-7 et.seq.					
2	Plat scale to be not smaller than 1"=50'.					
3	Key map showing the subject property and all lands within 500 feet thereof with existing streets, Rights of Way, easements, and zone boundaries					
4	Map sizes permitted: 24"x36" 30"x42"					
5	Plans should contain the following: a. Name of Development b. Name and Address of owner c. Name and address of applicant d. Date of preparation e. Block(s) and lots developed f. Name, address, signature, seal and license number of persons preparing plans. g Land Use Board Application Number (when assigned)					
6	Graphic and written scale. Reference meridian.					
7	Revision box and date of each revision.					
8	Current Survey (within 5 years) of the entire tract or property, prepared by a New Jersey licensed surveyor, showing the location of the portion to be divided there from, giving all distances and showing all roads abutting or traversing the property. Development boundaries shall be clearly delineated.					
9	List of waivers and variances requested or obtained (with the applicable ordinance sections.) List of waivers or deminimus exceptions from the Residential Site Improvement Standards (with applicable reference sections) depicted on the cover sheet.					

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10	A list of all property owners within 200 feet as disclosed by a current (within 6 months) certified list of the most recent tax records, including addresses and block and lot designations on the plans.					
11	Any municipal limits within 200 feet of the development and the names and zoning of the adjoining municipalities.					
12	Existing and proposed property lines with metes and bounds description.					
13	Existing and proposed streets, both public and private, showing the right-of-way width and width of the traveled way within 200' of the property.					
14	Existing structures with uses, number of stories, dimensions and setbacks to all property lines.					
15	Existing physical features including streams, wetlands, floodplains, railroads, bridges, drainage, trees over 18" dBh, utilities, public and private easements and reservations.					
16	Area of existing and proposed lots in square feet and acres.					
17	2' contours onsite and 100 feet beyond the property lines.					
18	Zone data box showing a. Zone District(s) b. required and proposed Area Lot width Setbacks Other applicable zone requirements					
19	Representative concept house and grading showing driveway profile grades, drainage swales, percolation test locations, septic systems, wells, roof drainage, drywells, utility services at a maximum scale of 1"=50'.					
20	Location of all structures (with the number of stories and uses), sidewalks, driveways, and existing streets within 100 feet of the property. Answer #20 for Minor Subdivision only.					
21	Percolation or permeability test results including soil logs for each of the proposed lots witnessed by the Municipal Health Officer, together with Health Office report confirming suitability.					

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22	A current Letter of Interpretation and associated plan depicting wetlands areas and transition areas delineated.					
23	Location of floodplains and floodways (if within the jurisdiction of the NJDEP), lakes, ponds, brooks, streams and drainage ditches within the property.					
24	Sketch of proposed layout or disposition of remaining lands if any.					
25	For plats involving a corner lot or lots, the required sight triangle easements.					
26	Setback lines for each of the proposed lots based on zone requirements.					
27	The plans shall include the signature block below: Approved by the Rockaway Borough Land Use Board: _____ Land Use Board Chairperson Date _____ Land Use Board Secretary Date _____ Land Use Board Engineer Date					
28	Plans and computations for any stormwater management systems in accordance with the ordinance or RSIS, as applicable.					
29	Erosion and Sediment Control Plan at plan scale, but no greater than 1"=100'.					
30	Location of existing utilities onsite and within 100 feet of the site including: a. Sanitary sewers or septic systems. b. Storm drains. c. Water lines or wells d. Gas , telephone, electric					
31	Landscaping Plan showing: a. Proposed Shade trees and landscaping including species and size of plant materials. b. Buffering plan showing berms, vegetation, fences including construction details as applicable.					
32	All construction details for proposed improvements.					

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33	Plans and profiles for existing and proposed: a. Stormwater Management systems b. Sanitary sewers c. Water mains					
34	A copy of all existing protective covenants or deed restrictions of every nature affecting the subject property including statements as to whether such deeds or covenants are of record and as to the impact on the proposed project.					
35	Location and use of all property to be reserved by covenant in the deed for the common use of all property owners or otherwise.					
36	Applicant must provide documentation supporting compliance with Chapter 15 as it relates to any lands that may have been agricultural/orchard use					
37	All public property and property proposed to be dedicated in the tract, accurately outlined and described with existing or proposed uses designated.					
38	For those projects that lie within the Rockaway River watershed, copy of correspondence to the Rockaway River Watershed Cabinet advising them of the application.					
	FOR MAJOR SUBDIVISION ANSWER 39 THRU 44 ALSO					
39	Location of all structures (with the number of stories and uses), sidewalks, driveways, traffic improvements such as signals, signs, and channelization, and existing and proposed streets within 200 feet of the property.					
40	Lighting plan showing: a. Location of existing and proposed street lights. b. Height of existing and proposed street lights. c. Construction details of proposed street lights. d. 0.3fc and 0.5fc lines for existing and proposed light fixtures. e. Catalog cut sheets for proposed lighting fixtures along with isolux diagrams.					
41	Public improvements construction plans for all new streets and improvements to existing streets including: a. Centerline, geometry b. Road profiles c. Road cross sections 50' on center. d. Grading plan showing existing and proposed contours.					
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42	Environmental Impact Assessment including the following: a. Plan and description of the proposed development. b. Inventory of existing natural resources. c. Assessment of environmental impacts. d. Unavoidable adverse environmental impacts. e. Steps to minimize adverse environmental impacts. f. Details and matter to be evaluated: 1. Sewage Facilities 2. Water Supply 3. Storm water 4. Stream encroachments 5. Flood plains 6. Wetlands 7. Solid waste disposal 8. Air Pollution 9. Traffic 10. Social/Economic 11. Aesthetics 12. Licenses, permits, etc. 13. Documentation as required by the Borough's soil testing ordinance.					
43	Sign Plan showing: a. Location of traffic control signs. b. Street signs. c. Development signs. d. Appropriate sign details showing size, height, materials and lighting.					
44	Location of temporary sales office and storage trailers, including temporary facilities for parking, landscaping, drainage, fencing, lighting and signs.					