

**PRELIMINARY MAJOR SUBDIVISION PLATS AND  
PRELIMINARY MAJOR SITE PLANS**

**CHECKLIST**

- \_\_\_ Application form (22 copies)
- \_\_\_ Plats or plans (22 copies) signed and sealed by a NJPLS or NJPE, as required, and folded into 8ths with title block revealed.
- \_\_\_ Protective covenants or deed restrictions (22 copies).
- \_\_\_ Scale of not less than 1" equals 100', one of the following 4 standard sheet sizes (8-1/2 x 13; 15"x21"; 24"x36"; or 30"x42")
- \_\_\_ Key map at less than 1" equals 2,000'.
- \_\_\_ Title block:
  - \_\_\_ Name of subdivision or development, Califon Borough, Hunterdon 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 (written and graphic).
  - \_\_\_ Date of original preparation and each subsequent revision thereof, and a list of specific revisions entered on each sheet.
- \_\_\_ North arrow.
- \_\_\_ Certification of ownership or authorization to file application.
- \_\_\_ Acreage figures (both with and without areas within public rights-of-way) and north arrow.
- \_\_\_ Approval signature lines.
- \_\_\_ Acreage to the nearest tenth of an acre and a computation of the area of the tract to be disturbed.
- \_\_\_ The names and lot and block numbers of all property owners with 200 feet of the extreme limits of the tract as shown on the most recent Tax List prepared by the Borough Tax Assessor.
- \_\_\_ Existing tax sheet number(s) and existing block and lot number(s) of the lot(s) to be subdivided or developed as they appear on the Borough Tax Map, and proposed block and lot numbers as provided by the Borough Tax Assessor upon written request.
- \_\_\_ Tract boundary line (heavy solid line).
- \_\_\_ Zoning districts, including district names and requirements.

- \_\_\_ The locations and dimensions of existing and proposed bridges and the location of natural features such as wooded areas, and any extensive rock formations, both within the tract and within 200 feet of its boundaries.
- \_\_\_ The locations and species associations of all existing individual trees or groups of trees having a caliper of 8" or more measured 3 feet above the ground level shall be shown within the portion(s) of the tract to be disturbed as a result of the proposed development. The proposed location of all proposed plantings shall be indicated and a legend provided listing the botanical and common names, and the sizes at time of planting, the total quantity of each plant, and the location of each plant keyed to the plan or plat.
- \_\_\_ Existing and proposed watercourses (including lakes and ponds) with required information:
  - \_\_\_ When a stream is proposed for alteration, improvement or relocation, or when a drainage structure or fill is proposed over, under, in or along a running stream, a report on the status of review by the NJDEPE, Division of Water Resources.
  - \_\_\_ Cross sections of watercourses and/or drainage swales at an appropriate scale showing the extent of flood plain, top of bank, normal water levels and bottom elevations at the locations specified in Section 506.
  - \_\_\_ The total acreage of the drainage basin of any watercourse running through or adjacent to the tract.
  - \_\_\_ The location and extent of drainage and conservation easements and stream encroachment lines.
  - \_\_\_ The location, extent and water level elevation of all existing or proposed lakes or ponds within the tract and within 200 feet of the tract.
- \_\_\_ Existing and proposed contours as required by this Ordinance.
- \_\_\_ Proposals for soil erosion and sediment control as required by N.J.S.A. 4:24-39 et seq.
- \_\_\_ Locations of all existing structures as required by this Ordinance.
- \_\_\_ Size, height and location of all proposed buildings, structures, signs (or sign plan) and lighting facilities in detail.
- \_\_\_ All dimensions necessary to confirm conformity to the requirements of this Ordinance.
- \_\_\_ The proposed location, direction or illumination, power and type of proposed outdoor lighting, including details and luminaries.
- \_\_\_ The proposed screening, buffering and landscaping plan, with the information required by this Ordinance.
- \_\_\_ The location and design of any off-street parking area, showing size and location of bays, aisles and barriers.
- \_\_\_ All means of vehicular access or egress to and from the site onto public streets, with the information required by this Ordinance.
- \_\_\_ Plans and computations for any storm drainage systems as required by this Ordinance.
- \_\_\_ The location of existing utility structures on the tract and within 200 feet of its boundaries.
- \_\_\_ Plans of proposed improvements and utility layouts as required by this Ordinance.

- Plans, typical cross-sections and construction details, horizontal and vertical alignment of the centerline of all proposed streets and of existing streets abutting the tract as required by this Ordinance.
- A copy of any protective covenants or deed restrictions applying to the land being developed or an indication of them on the submitted plat or plan.
- 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.
- Proposed permanent monuments.
- Certificate from the Borough Tax Collector that all taxes and assessments are paid to date.
- In the case of any subdivision or site plan submission for a planned development, all of the required information for all of the properties comprising the planned development.
- Environmental Impact Statement.
- The Board reserves the right to require additional information before granting preliminary approval when unique circumstances affect the tract and/or when the application for development poses special problems for the tract and the surrounding areas. Such information may include, but not be limited to, drainage calculations and traffic analyses, provided, however, that no application shall be declared incomplete for lack of such additional information.
- If any proposed lot is not served by a sanitary sewer, date of approval by the Board of Health of site evaluation tests, certified by a licensed professional engineer, indicating that the proposed lot can adequately accommodate a septic system. The location(s) of the test hole(s), location of proposed septic disposal area, test results and compliance with the "Individual Sewage Disposal Code of New Jersey" or applicable Borough Board of Health Ordinance, whichever may be more restrictive, shall be shown on the plat and certified by a licensed professional engineer.

\_\_\_\_\_  
signature and title of person who prepared checklist

\_\_\_\_\_  
Date

Checklist is taken from the Borough of Califon Land Use Ordinance Book and represents the following Ordinance as adopted: