

REQUIREMENTS FOR MINOR SITE PLAN APPLICATION

All applications for Minor Site Plan shall be submitted in plat form and bear the signature, seal license number and address of the person who prepared the plat, except that plats submitted under the "Informal Discussion" provisions, and sketch plats are exempt from needing sealed plans. All drawings showing improvement designs shall bear the signature and embossed seal of a Licensed Professional Engineer of the State of New Jersey. The following data shall be shown on the Minor Site Plan or accompany it.

		YES	NO	WAIVER
1.	Drawn at a scale not less than 1"=30', sheet size not larger than 30" x 42". If one (1) sheet is not sufficient to show the entire plan a composite shall show the entire development with reference to each sheet.			
2.	Date, North arrow and graphic scale.			
3.	Signature blocks for Chairman, Secretary and Borough Engineer.			
4.	Tax Map Sheet, block and lot number.			
5.	Cover to show all plans in set and latest revision date for each set.			
6.	Name, address and signatures of the owners and the applicant.			
7.	Name, title and seal of person preparing map			
8.	Surrounding property lines and the names of all property owners within 200 foot radius of the site and the locations and use of all existing structures on said properties.			
9.	Keymap at a scale of not less than one (1) inch equals four hundred (400) feet giving the general location of the parcel in relation to the surrounding area including zone districts.			
10.	All lot lines and the exterior boundaries of the tract with total area to one square foot.			
11.	Existing and proposed streets and street names			
12.	Existing and proposed contours at one (1) foot intervals within the tract and extending one hundred (100) feet beyond any building, paved area, or graded area under review.			
13.	Existing utilities within one-hundred (100) feet of any building, paved area, or graded area under review.			
14.	The location of all natural and man made facilities on the subject property within the area under review and within one hundred (100) feet of the limits of same including wooded areas, streams, bridges, rights-of-way and showing of easements affecting the site.			
15.	All dimensions, areas, and distances such as but not limited to building lengths, building heights, building and lot coverage, lot lines, parking spaces, loading spaces, setbacks, and yards.			
16.	The type of structure proposed shall be illustrated by accompanying floor plans and by front, rear and side elevation sketches drawn to scale. The location of any outside storage/loading facilities shall also be shown.			
17.	A schedule of required and provided zone district(s) requirements and buildings areas devoted to each use.			

REQUIREMENTS FOR MINOR SITE PLAN APPLICATION

		YES	NO	WAIVER
18.	Required and proposed on-site parking and loading spaces and facilities, including calculations.			
19.	Proposed on-site circulation system for both pedestrians and vehicular traffic, including sidewalk.			
20.	Any proposed and existing signs and descriptive schedules.			
21.	Identification of the type and location of public and private utilities and service for water and sewage disposal.			
22.	Proposed plans for storm water management and calculations and profiles of all proposed drainage pipes.			
23.	A landscaping plan and lighting plan.			
24.	Soil erosion and sediment control plan.			
25.	A separate map showing the site in relation to the remaining lands of the owner.			