

FINAL MAJOR SITE PLAN APPLICATION "CHECKLIST"

BOROUGH OF HO-HO-KUS

No application for site plan approval shall be certified as complete for the purpose of commencing the applicable time period for action by the Planning Board unless the material required by the following schedule has been submitted:

Date Submitted: _____

Name of Applicant: _____

Address of Property: _____

Block(s) and Lot(s) No.: _____

Certification from Tax Collector
that taxes are paid to date Yes _____ No _____

Variances Required? Yes _____ No _____

1. Types of Variances Required:

Existing condition _____ Proposed variance _____

2. Section of Ordinance for variance _____

3. Any existing non-conforming uses: Yes _____ No _____

If yes, list _____

A. General Requirements

	Yes	No	N/A
1. Application fee	()	()	()
2. Escrow fee	()	()	()
3. Four copies of completed application	()	()	()
4. Name and address of owner	()	()	()

B. Map Requirements

	Yes	No	N/A
1. 18 copies of final plat drawn in ink on tracing cloth at a scale of not less than 1" = 50' and in compliance with all the provisions of N.J.S.A. 46:23-9.9 et seq. The final plat shall include all sketch plat and preliminary plat information.	()	()	()
2. Date, name and location of the site plan, the name of the owner, graphic scale and reference meridian.	()	()	()
3. Tract boundary lines, right-of-way lines of streets, street names, easements and other rights-of-way, land	()	()	()

to be reserved or dedicated to public use, all lot lines and other site lines, with accurate dimensions, bearings and deflection angles, and radii, aics and central angles of all curves, and the area of each lot in square feet.

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|---|-----|-----|-----|
| 4. Purpose of any easement of land reserved or dedicated to public use designated, and the proposed use of sites other than residential shall be noted. | () | () | () |
| 5. Each block and lot shall be numbered, as designated by Borough Engineer. | () | () | () |
| 6. Minimum building setback lines on all lots and other sites where designated by deed restriction. | () | () | () |
| 7. Location and description of all monuments. | () | () | () |
| 8. Names of owners of adjoining lands. | () | () | () |
| 9. Certification by a licensed surveyor of New Jersey as to accuracy of details of the plat. | () | () | () |
| 10. Certification by the Borough Engineer as to compliance with ordinance and the preliminary approval of the Planning Board. | () | () | () |
| 11. Approval of plat by any officer or body of the Borough, County or State, when required, certified on the plat. | () | () | () |
| 12. Cross sections and profiles of streets, approved by Borough Engineer. | () | () | () |
| 13. Contours at 5-foot intervals for slopes averaging 10% or greater and at 2-foot intervals for lands of lesser slope. | () | () | () |
| 14. Plans and profiles of storm and sanitary sewers. | () | () | () |

_____ Application Declared Complete	Date _____
_____ Application Declared Incomplete	Date _____

Authorized Signature/Title