

LAND DEVELOPMENT

315 Attachment 2

**Township of Bloomfield**

**Minor Subdivision and Minor Site Plan Checklist  
(See § 315-19)**

<b>Application for Approval of Minor Subdivisions and Minor Site Plans</b>		<b>Submitted</b>	<b>Waiver Requested</b>
	(Note: For details of all submissions, see Article III. Applicant should check off all items as submitted or waiver requested. If waiver is requested, reasons shall be indicated in separate submission.)		
1.	Plat or plan drawn and sealed by a P.E., L.S., P.P. or R.A. as permitted by law and based on a current survey, with permissible building envelopes shown.		
2.	Scale: 1 inch = 30 feet or as approved by Board Engineer.		
3.	Current survey upon which plat or plan is based.		
4.	Map size: 8-1/2" x 13" 15" x 21" 24" x 36" 30" x 42"		
5.	Key map: 1,000-foot radius, street names, zoning districts.		
6.	Title block and basic information: a. Title. b. Date of original preparation and date(s) of revision. c. North arrow and reference meridian. d. Ratio scale and graphic scale. e. Tax map block, lot numbers and zone. f. Name, address and license number of person preparing plat or plan, signed and sealed. g. Name and address of owner of record and applicant, if different from the owner.		
7.	Signature of the applicant, and, if the applicant is not the owner, the signed consent of the owner.		
8.	A map of the entire tract or property showing the location of that portion to be divided therefrom, giving all distances and showing all roads abutting or transversing the property. Development boundaries shall be clearly delineated.		
9.	The name and address, with block and lot, of all adjoining property owners within 200 feet, as disclosed by the most recent Township tax records.		
10.	Names of adjoining municipalities within 200 feet.		

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11.	The location of existing and proposed, including details: a. Property lines. b. Streets. c. Structures (with an indication as to whether existing structures will be retained or removed). d. Buildings within 200 feet of the site. e. Parking spaces and loading areas. f. Roadways, driveways and curbs. g. Watercourses. h. Railroads. i. Bridges. j. Drainage pipes and other improvements. k. Natural features and treed areas, both on the tract and within 50 feet of its boundary. l. Sewer, water and other utilities. m. Lighting including photometrics and landscaping. n. Signage including details. o. Refuse areas. p. Soil erosion and sediment control plan q. Compliance with soil removal and fill placement requirements. r. Subsurface structures demolition. s. Tree save plan.		
12.	Area in square feet of all existing and proposed lots and all existing and proposed structures, except a new principal building on a lot created by a conforming minor subdivision may be represented by the permissible building envelope.		
13.	Bearings and distances of all existing and proposed property lines.		
14.	Sufficient elevations or contours at two-foot intervals, including finished grades and finished floor elevations.		
15.	The location and width of all existing and proposed utility, drainage and other easements, including but not limited to, sight triangle easements.		
16.	Front, side, and rear setback lines.		
17.	Chart of the zoning requirements for the zone, including existing and proposed uses and conditions, with variances indicated.		
18.	Delineation of floodplain and wetlands areas.		
19.	A copy of any protective covenants or deed restrictions applying to the lands being subdivided or developed.		

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20.	Tax payment certification.		
21.	15 sets of folded plans.		
22.	For subdivisions, if the applicant intends to file the approved subdivision with the County, the plat shall be prepared in compliance with the "Map Filing Act" P.L. 1960, C.141 (N.J.S.A. 46.2309.9 et seq.) and bear the signature block noted in Item 23 below.		
23.	For subdivisions, if the applicant intends to file by deed(s), record of the approved subdivision with the County, the following signature block shall be provided on the deed(s):		
	Checklist prepared by: _____  Checklist reviewed by: _____  Application deemed complete on: _____  Application deemed incomplete on: _____		