BOROUGH OF MADISON, NEW JERSEY LAND DEVELOPMENT CHECKLIST
AS AUTHORIZED UNDER N.J.S.A. 40:55d-10.3

CHECKLIST E:

APPLICATION FOR PERMITTED USE WITH WAIVER OF SITE PLAN DETAILS (No exterior improvements proposed except signage or solid waste receptacles)

Item	CHECKLIST E FOR ALL ITEMS ON CHECKLIST, SEVENTEEN COPIES (17) OF EACH ITEM MUST BE SUBMITTED UNLESS OTHERWISE SPECIFIED BY A *, WHERE ONLY FOUR COPIES (4) MUST BE SUBMITTED. ALL APPLICATION MATERIALS MUST BE COLLATED.	Submitted	Borough Use
1	Completed and signed Borough Application Form, including Owner's Consent and Checklist E		
2	List of required filing fees and escrows and proof of payment		
3*	Copies of certificates that property taxes are paid and copies of letter(s) indicating that water and sewer fees are paid		
4	Written statement of the prior use of the premises or building in question		
5	Written statement describing the proposed use of the space of the building in question, including a description of day-to-day business operations, including hours of operation, staffing levels, deliveries, use of off-street parking or other parking lots for proposed business, and other relevant operational details		
6	Written confirmation that no exterior changes (other than signage) are proposed		
7	Architectural or hand-drawn floor plan(s) showing proposed interior layout, uses, storage/refuse areas, ingress and egress must be satisfactory to the Borough Engineer		
8	Survey of property which must be within past six months (or a certification in lieu of oath for older surveys) and which shows all improvements and current conditions on the property		
9	Signage plan and most recent site plan, if available, with all information required in a Master Signage Plan per 195-34, including clear identification of all signage requirements and any relief required		
10	Photographs of building or premises to be occupied from all adjoining property lines		
11	Copies of review and comments of Borough Sign & Facade Committee and Borough Historic Preservation Commission (if applicable)		
12	Statement of how all waste and recycling will be handled, including location and sizes of all waste and recycling receptacles on the property.		

Prepared by: _____

Date: _____