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

CHECKLIST C:

REQUIREMENTS FOR ALL APPLICATIONS FOR DEVELOPMENT FOR PRELIMINARY SITE PLAN OR SUBDIVISION APPROVAL AND ALL VARIANCES (NOT COVERED IN CHECKLIST B)

This Checklist shall not be applicable to:

1. "C" Variance Relief only for Decks and Fences for Single-Family and Two-Family Residences (Use Checklist B)
2. Change of Permitted Use with Request for Waiver of Site Plan (Use Checklist E)
3. Requests for interpretation, Appeals of a Decision of a Borough Official (Use Checklist F)

NOTE: SHADED ITEMS REPRESENT REQUIREMENTS FOR MINOR SUBDIVISIONS WITHOUT VARIANCES

	CHECKLIST C 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
	General Requirements		
1	Zoning requirements, including identification of necessary variance and/or waiver relief		
2	Architectural drawings, including: a) Building facades (elevations) for all sides of the building or structure with building height measurements based on Borough Code definitions and spot elevations (at building corners) included b) Floor plans for each floor of the building or structure with clearly displayed dimensions and uses of all rooms		
3	For variances from 40:55D-70(d)(1), a Licensed Professional Planner's Report documenting the rationale addressing the required proofs for granting the requested use variance		
4	Plans drawn & sealed by a P.E., L.S., P.P., or R.A. as permitted by law and based on a current survey, with consecutive numbering and descriptive titles, collated and folded		
	For Subdivision and Preliminary Site Plan **Plan Details Required**		
5	Proper scale: 1" = 30' or as approved by Borough Engineer		
6	Current survey upon which plat or plan is based		
7	A grading plan showing, at 2' contour intervals, existing & proposed contours & elevations		
8	Standard sheet sizes: 8-½" x 13" 15" x 21" 24" x 36"		
9	Title block and basic information: a) Title b) Name, address, & license number of preparer, with dates of preparation & revision c) North arrow and reference meridian (and on each following page) d) Ratio and graphic scale e) Tax map block, lot numbers & zone f) Name and address of owner of record and applicant, if different from the owner		

10	The first sheet of a series of plats or plans submitted for preliminary approval shall contain, in addition to the above, the following: a) Key Map, at a scale of 1" = 500' or less showing zone boundaries b) Certified 200' list of all property owners, including adjoining municipalities, with names, addresses, lot and block numbers from Borough Tax Assessor c) Signature block with necessary signatures for the Board Chairman, Board Secretary and Borough Engineer d) Zoning analysis showing required, existing, and proposed zoning conditions, variances, and design waivers identified		
11	Location of Zoning District and Municipal boundaries within 200 feet of development		
12	All dimensions (width, depth, height) in feet and inches, area values in square feet, and ratios in percent to two decimal places		
13	Bearing and dimensions of boundary lines and angle between intersecting lines, in degrees, minutes, and seconds		
14	Existing and proposed dimensions and values for lot area, lot frontage, lot width, lot depth, front and rear yard setback, second story overhanging setbacks, total lot coverage, lot coverage ratio, total building coverage, building coverage ratio, and floor area		
15	Existing and proposed additional floor area for each floor, basement, attic, porch area and accessory structures		
16	Location, size, materials, method of attachment, method of illumination, colors/details of any signs in accordance with the Master Signage Plan requirements of 195-34		
17	Location, size, and details of all exterior lighting, with illuminance levels, isolux patterns and all requirements in 195-25.6		
18	Location, size and description of all existing and proposed utilities, including provision for storage and disposal of solid wastes		
19	Plans of proposed potable water & sanitary sewer utility systems showing feasible connections to existing or any proposed system. If a public water supply or sanitary sewer system is available, the owner shall show appropriate connections thereto on the plat or plan. When a public sewage disposal system is not available, the developer shall pave percolation tests made & shall submit the results, approved by the Borough Board of Health, with the preliminary plat or plan		
20	Proposed location and size (including heights) and setbacks of all, mechanicals, including rooftop mechanicals		
21	Percentage of lot occupied by buildings and impervious coverage, including locations of any reference corners, location dimensions and kind of each permanent property monument		
22	Location of all existing and proposed buildings, with building setbacks, side and rear yard distances		
23	A circulation plan showing proposed vehicle, bicycle & pedestrian circulation systems including directions of travel. The plan shall include the locations, typical cross-sections, centerline profiles & type of paving for all new streets & paths, including any required bicycle parking (195-20G)		
24	Details and location of any proposed off-street parking areas with dimensions showing parking layout plan and spaces, loading docks & access drives, curbing, and sidewalks		
25	All proposed buffers, landscaping, fences, walls, hedges or similar facilities. The Landscaping plan shall show in detail the location, size and type of all plant material, including ground cover, to be used on the site. Common names of all landscaping materials shall be indicated		

26	The location of existing watercourses, including wetlands, waterbodies and floodplain, soil types and delineations based on the Morris County Soil Conservation District maps, and any other natural features, such as wooded areas and rock formations on the site and within 50 feet, including the location and species of all trees or groups of trees having a diameter in excess of six 6 inches (DBH).		
27	A soil erosion & sediment control plan prepared in conjunction with Article VII and a stormwater management plan meeting the requirements of Article VI and showing the location, type & size of any existing and proposed bridges, culverts, drainpipes, catch basins & other storm drainage facilities		
28	A copy of any protective covenants or deed restrictions applying to the land being subdivided or developed & a notation on the plat or plan of any easements required by the Board, such as but not limited to sight triangle easements. Said easements may also include utility lines, public improvements and ingress and egress for emergency vehicles		
29	A copy of such guarantees, covenants, master deed or other documents which shall satisfy the requirements of the Board for the construction & maintenance of any proposed common areas, landscaping, recreational areas, public improvements & buildings		
30	Completed Borough of Madison Preliminary Environmental Checklist		
31	Where appropriate, the plat or plan shall indicate provisions for energy conservation		
32	A list of all licenses, permits or other approvals required by law, including proof of service		
	Other Requirements		
33*	Written Environmental Impact Assessment including all documentation (195-20F)		
34*	Stormwater management addressed in accordance with Article VI of Chapter 195		
35	Traffic/transportation impact study, including all required documentation (195-20G)		
36	Documentation showing compliance with Wellhead Protection Areas (195-30.7), Steep slopes (195-41.2), Flood control and Riparian Buffer (195-37.10)		
37	Written identification of any items in this Checklist requested to be waived with a written rationale for any waivers		

Prepared by: _____

Date: _____