

**CHECKLIST FOR
DETERMINING COMPLETENESS OF APPLICATION FOR DEVELOPMENT
LAND USE ORDINANCE
TOWNSHIP OF BOONTON, NEW JERSEY**

**CHECKLIST "E"
MASTER SITE DEVELOPMENT PLAN FOR MULTIPLE
PRINCIPAL USES IN THE BP ZONE**

An application for development shall not be considered complete until all the material and information specified below has been submitted unless, upon receipt of a written request from the applicant, a specific requirement is waived by the municipal agency. The request for waiver shall accompany the application and shall be granted or denied within 45 days of receipt of said request.

Name of Applicant _____ Application No. _____
Date Filed _____

REQUIRED DATA AND INFORMATION

	C-Complete I-Incomplete NA-Not Applicable WR-Waiver Requested				
	C	I	NA	WR	
1. Completed application form (18 copies).	[]	[]	[]	[]	
2. Filing fee (See Article 82-1).	[]	[]	[]	[]	
3. Separate application and fee filed for any conditional use or variance involved.	[]	[]	[]	[]	
4. Eighteen (18) black or blue on white prints of all maps.	[]	[]	[]	[]	
5. Eighteen (18) copies of all other documents.	[]	[]	[]	[]	
6. Certification from the Tax Collector that all taxes and assessments for local improvements on the property have been paid through the most recent installment date.	[]	[]	[]	[]	
7. Completed County Planning Board application form (in duplicate) and county filing fees if the County Planning Board approval is required.	[]	[]	[]	[]	

	C	I	NA	WR
8. All maps signed and sealed by a licensed New Jersey professional engineer or registered architect.	☐	☐	☐	☐
9. Name of tract or development.	☐	☐	☐	☐
10. Tax Map sheet, block and lot numbers.	☐	☐	☐	☐
11. Date prepared and date(s) of revision(s).	☐	☐	☐	☐
12. Plat scale not less than 1" equals 100' nor more than 1" equals 10'.	☐	☐	☐	☐
13. Graphic scale.	☐	☐	☐	☐
14. Reference meridian.	☐	☐	☐	☐
15. Maximum sheet size: 24" by 36".	☐	☐	☐	☐
16. Name, address and license number of person preparing plat.	☐	☐	☐	☐
17. Name and address of record owner.	☐	☐	☐	☐
18. Certification that applicant is owner or his authorized agent or that owner has given consent to file under an option agreement.	☐	☐	☐	☐
19. Ownership disclosure in accordance with N.J.S.A. 40:55D-48.1.	☐	☐	☐	☐
20. Name and address of applicant is other than owner.	☐	☐	☐	☐
21. Copies of any existing or proposed protective or restrictive covenants and deed restrictions.	☐	☐	☐	☐
22. Signature block for Board Chairman and Secretary and Township Engineer.	☐	☐	☐	☐
23. Names of owners and block and lot numbers of properties located within 200' of the tract boundary.	☐	☐	☐	☐
24. Key map (scale: not less than 1" equals 600') showing entire tract and its relation to surrounding area, including locations and names of principal roads.	☐	☐	☐	☐
25. Zone district(s) and identification of zone boundaries located on or adjoining the property.	☐	☐	☐	☐

	C	I	NA	WR
26. Existing property lines and other site lines, including tract boundary lines with bearings and distances.	☐	☐	☐	☐
27. All zoning requirements in accordance with the schedule referred to in Section 102-136 and the relationship of the proposed site plan to those requirements. Calculation of existing and proposed building and impervious coverage of the lot shall be included.	☐	☐	☐	☐
28. Total area of the tract in square feet and acres.	☐	☐	☐	☐
29. The location, size and nature of the entire property in question and any contiguous property owned by the applicant or in which the applicant has a direct or indirect interest.	☐	☐	☐	☐
30. Topographic map showing existing and proposed contours, augmented with spot elevations if necessary. contour interval to be 1' for tracts of less than 3 acres and 2' for tracts of 3 acres and larger.	☐	☐	☐	☐
31. Front, rear and side building setback lines as required by the zoning regulations.	☐	☐	☐	☐
32. All existing structures on the tract with setback distances.	☐	☐	☐	☐
33. All structures located within 200' of the tract.	☐	☐	☐	☐
34. Right-of-way lines, widths and names of all existing streets on and adjoining the property.	☐	☐	☐	☐
35. Location and widths of all other existing and proposed rights-of-way and easements, the purpose of any easement and the text of any restrictions applicable to same.	☐	☐	☐	☐
36. Location on the property of existing:				
a. Watercourses and other drainage courses.	☐	☐	☐	☐
b. Bridges.	☐	☐	☐	☐
c. Culverts and/or storm drains with sizes.	☐	☐	☐	☐
d. Wooded areas.	☐	☐	☐	☐
e. Rock outcroppings.	☐	☐	☐	☐

	C	I	NA	WR
37. Location on the property of proposed:				
a. Watercourses and other drainage courses.	[]	[]	[]	[]
b. Bridges.	[]	[]	[]	[]
c. Culverts and/or storm drains with sizes.	[]	[]	[]	[]
38. Location with 200' of the property of existing:				
a. Watercourses and other drainage courses.	[]	[]	[]	[]
b. Bridges.	[]	[]	[]	[]
c. Culverts and/or storm drains with sizes.	[]	[]	[]	[]
39. The location of all existing and proposed buildings, parking facilities, including identification of existing and proposed parking spaces, loading facilities, drainage facilities and other related existing and proposed site improvements.	[]	[]	[]	[]
40. A description of each and every existing and proposed building, including the floor area of each building.	[]	[]	[]	[]
41. A description of each existing and proposed use on the site, the floor area in each building devoted to each use and the parking and loading requirements associated with that use in accordance with the requirements of Section 102-68.	[]	[]	[]	[]
42. Identification of a specific number of parking spaces that will satisfy the requirements of each existing and proposed use and identification of loading spaces intended to serve each existing and proposed use.	[]	[]	[]	[]
43. Existing and proposed utility systems, including but not limited to:				
a. Storm sewers: size, material, class and gradients.	[]	[]	[]	[]
b. Proposed method of water supply and sewage disposal.	[]	[]	[]	[]
c. Water mains: size, material and class.	[]	[]	[]	[]
d. If public water, certification of availability.	[]	[]	[]	[]
e. Sanitary sewers: size, material, class and gradients.	[]	[]	[]	[]
f. If sanitary sewer, certification of available capacity.	[]	[]	[]	[]
g. Water wells: location and yield.	[]	[]	[]	[]
h. Location of septic or other waste disposal system.	[]	[]	[]	[]

	C	I	NA	WR
44. Location and description of all existing and proposed fuel and liquid storage and transmission facilities.	☐	☐	☐	☐
45. Location and description of all solid waste storage, disposal and recycling facilities.	☐	☐	☐	☐
46. A listing of all products sold, manufactured and used in connection with any industrial operation, including any and all chemicals and fluids used along with a description of the methods of storing and disposing of said chemicals and fluids.	☐	☐	☐	☐
47. An affidavit by the applicant for any use in the BP Zone acknowledging his understanding of the performance standards in Section 102-170 and his agreement to conform to same at all times.	☐	☐	☐	☐
48. Size, location and details of existing and proposed signs.	☐	☐	☐	☐
49. Engineer's geohydrology report in accordance with Section 177-9B. [Added 7-24-2000 by Ord. No. 613]	☐	☐	☐	☐

☐ Application declared complete.

Date _____

Authorized Signature

☐ Application declared incomplete.

Date _____

Authorized Signature

**TOWNSHIP OF BOONTON PLANNING BOARD
SITE PLAN REVIEW**

NEW____RESUBMITTED_____

APPLICATION # _____

FEE PAID \$ _____

REC'D BY _____

PLAT (18) COPIES _____

DATE _____

1.
Owner _____
NAME ADDRESS TELEPHONE NO.

Is this a _____ listed telephone number or _____ unlisted telephone number

2. Applicant _____
NAME ADDRESS TELEPHONE NO.

Is this a _____ listed telephone number or _____ unlisted telephone number

Interest of Applicant if other than owner _____

3. Site Plan Drawn By _____
NAME ADDRESS TELEPHONE NO.

Is this a _____ listed telephone number or _____ unlisted telephone number

PROFESSIONAL LICENSE NO. DATE OF PLAN LAST REVISION DATE

4. Property Location _____
SECTION STREET

5. Property Data:
Lot No. _____ Block No. _____ Zone Designation _____

6. Building Data:
Building Dimensions _____ Gross Floor Area _____
Building Height _____ No. Stories _____
Type of use _____ No. Employees _____
No. Parking Spaces Provided _____ Off-Street Loading Area Proposed _____

7. Utilities:
Public Water Supply Available: _____ Private Well _____
Water Requirements _____ gpd. _____ gpd. _____ gpd. _____
Domestic Manufacturing Air-Conditioning
Sprinkler System to be installed _____
Yes No.
Public Sanitary Sewer _____ Septic System _____

Other _____

Division of Health

Approval _____

8. Is any portion of the property located in the Flood Plain Area? _____

If yes, give details _____

9. Is N.J. Department of Environmental Protection approval required _____
Yes No

10. Is a soil removal permit required _____ Permit No. _____

11. Has a Soil Erosion and Sediment Control Plan/Tree Protection and Removal Plan been submitted? _____

12. Are there any deed restrictions or easements on the property? _____
If yes, give details _____

13. Are any variances from the terms of the Township Zoning Ordinance being sought? _____
If yes, give details _____

14. I have read the Zoning Ordinance and Building Code as they apply to the application and the guides provided by the Planning Board and certify that the submitted plan is complete and accurate as to the existing conditions and/or proposed changes.

Signed _____
Owner Date

Signed _____
Applicant Date

APPLICATIONS WITH SUPPORTING DOCUMENTS MUST BE SUBMITTED TWO (2) WEEKS PRIOR TO A REGULAR MEETING. MEETINGS ARE HELD AT THE MUNICIPAL BUILDING THE 1ST MONDAY OF THE MONTH.

THE FEE CHARGED FOR THIS APPLICATION COVERS ONLY NORMAL REVIEW OF THE APPLICATION. IF ANY ADDITIONAL REVIEWS ARE REQUIRED BECAUSE OF DEFICIENCIES IN THE APPLICATION, ANY ADDITIONAL CONSULTANT FEES INCURRED WILL BE CHARGED TO THE APPLICANT AND MUST BE PAID PRIOR TO FINAL APPROVAL.

TOWNSHIP OF BOONTON – PLANNING BOARD

PROPERTY INSPECTION PERMISSION

PREMISES: _____

**APPLICATION
FOR:** _____

This applicant and owner hereby grant permission to members of the various Township government boards and agencies involved with this application to enter upon the subject premises for inspection and study pertaining to this application until the application is either granted or denied.

DATE: _____

Signature of Applicant

Print Name

DATE: _____

Signature of Owner

Print Name

AFFIDAVIT OF OWNERSHIP

STATE OF NEW JERSEY)
) :SS
COUNTY OF MORRIS)

_____ of full age being
duly sworn according to law on oath deposes and says, that deponent resides at
_____ in the _____ of
_____ in the County of _____ and State of
_____ that _____ is the owner in
fee of all that certain lot piece or parcel of land situated, lying and being in the Township of
Boonton and known and designated as Lot(s) _____ in Block
_____ as shown on the Tax Map of said Township.

Sworn to and subscribed before me

this _____ day of _____, 20____.

(Owner to sign here)

(Company Name)

by: _____

AUTHORIZATION

(If anyone other than the above owner is making this application, the following
authorization must be executed.)

To the Board of Adjustment:

To the Planning Board:

_____ is hereby authorized to make this
application.

(Owner to sign here)

(Company Name)

by: _____

AFFIDAVIT OF APPLICANT

STATE OF NEW JERSEY)
COUNTY OF MORRIS) :SS

_____ of full age
being duly sworn according to law, on oath deposes and says that all of the above
statements and the statements contained in the papers submitted herewith are true.

Sworn to and subscribed before me

this _____ day of _____, 20_____.

(Applicant to sign here) or (Company Name)