

APPLICATION CHECKLIST: FORM A

ALL APPLICATIONS

To be Completed by the Borough:

Application Number: _____

Date/Time Received: _____

Checklist Received By: _____ (name)

_____ (signature)

To be Completed by the Applicant:

Name of Development: _____

Tax Block(s) & Lot(s): _____

Property Address: _____

Name of Applicant: _____

Mailing Address: _____

Phone: _____

Fax: _____

Email: _____

Name of Attorney: _____

Mailing Address: _____

Phone: _____

Checklist Prepared By: _____ (name)

_____ (signature)

_____ (date)

Items Required _____

1. Required Application Form.

Provided

[]

Waiver
Requested

[]

*Application Checklist
Form A
All Applications*

*Borough of Dumont
Bergen County, New Jersey*

<u>Items Required</u>	<u>Provided</u>	<u>Waiver Requested</u>
2. Required Fees and Escrow Agreement.	[]	[]
3. Certification of Taxes Paid from Borough Tax Collector	[]	[]
4. Affidavit of Ownership. If the applicant is not the owner of the site, the applicant's interest in the site must be described (e.g., tenant, contract/purchaser, lien holder, etc.), and written permission of the property owner(s) allowing the applicant to file the application must be submitted. <i>Check here [] if not applicable.</i>	[]	[]
5. Corporation or Partnership Owners. If applicant is a corporation or partnership applying for permission to subdivide a parcel of land into six (6) or more lots, or applying for a variance to construct a multi-family dwelling of twenty-five (25) or more units or for approval of a site to be used for commercial purposes, list the names and addresses of all stockholders or individual partners owning at least ten percent (10%) of its stock of any class or at least ten percent (10%) of the interest in the partnership, as required by N.J.S.A.40:55D-48.1 and 48.2. <i>Check here [] if not applicable.</i>	[]	[]
6. Inspection Permission. A statement from the property owner granting permission for the reviewing body and any of its experts to enter the subject premises for purposes of inspection in relation to the development application.	[]	[]
7. Waiver Requests. Statements requesting a waiver from any information item called for in Forms A through H, together with a statement of reasons why same should be granted. These must be provided if any item in the "waiver requested" column is checked off. <i>Check here [] if not applicable (i.e., if no waivers are being requested).</i>	[]	[]
8. County Application. If approval from the Bergen County Planning Board is required for any reason and an Application for approval has been made, a copy of the Application submitted to the Bergen County Planning Board must be attached. <i>Check here [] if not applicable.</i>	[]	[]
9. Wetlands Documentation. One of the following must be provided. <i>Check here [] if not applicable.</i>	[]	[]
a. A letter of interpretation from the New Jersey Department of Environmental Protection (NJDEP);	[]	
b. A letter of exemption from the NJDEP;	[]	
c. A copy of any application made to the NJDEP for any permit concerning a proposed regulated activity in or around freshwater wetlands; or		
d. Documentation from a qualified professional demonstrating that no wetlands exist on the site and that no wetlands exist on adjacent properties that would affect or limit development on the site.	[]	
10. Additional Forms. A complete checklist must be provided for at least one of the following types of development proposals:	[]	[]
a. Form B: Minor Site Plan	[]	[]
b. Form C: Minor Subdivision	[]	[]
c. Form D: Preliminary Major Site Plan	[]	[]
d. Form E: Preliminary Major Subdivision	[]	[]
e. Form F: Final Major Site Plan	[]	[]
f. Form G: Final Major Subdivision	[]	[]
g. Form H: "c" Variance(s) or "d" Variances(s)	[]	[]
11. Copy of Tax Map Sheet. Showing the site and its existing block and lot numbers.	[]	[]

Application Checklist
Form A
All Applications

Borough of Dumont
Bergen County, New Jersey

<u>Items Required</u>	<u>Provided</u>	<u>Waiver Requested</u>
12. Key Map. The map shall show the location of the subject site in relation to the surrounding area(s), within at least 200 feet of the site's boundaries. The map shall include the following components:	[]	[]
a. Title block, containing the names of the applicant(s), owner(s), and preparer(s), block and lot numbers, street address, date prepared, and date of last amendment.	[]	[]
b. Space for Borough signatures.	[]	[]
c. Scale of map, both written and graphic. The scale shall contain no more than 50 feet to the inch.	[]	[]
d. North arrow.	[]	[]
e. The existing property lines of the subject site and of adjacent properties within 200 feet of the site, with dimensions of same.	[]	[]
f. The location and width of any street right-of-ways, abutting the property or within 200 feet of the site.	[]	[]
g. Name, license number, signature, and seal of the qualified professional who prepared the map.	[]	[]
13. Zoning Map. Zoning district(s) in which the site is located, and the district(s) of adjacent properties within 200 feet of the site. This map will also include all information required for the Key Map (see Item #12 above).	[]	[]
14. Existing Features Map. Showing the following aspects of the site and its surroundings. This map will also include all information required for the Key Map (see Item #12 above).	[]	[]
a. Location of existing easements or right-of-way (including streets, railroads, and utilities) within 200 feet of the site. Street names shall be shown on the map.	[]	[]
b. Location of natural features within 200 feet of the site, including existing grade and contour information, woodlands, streams and other watercourses, ponds and other water bodies, wetlands, flood hazard areas, and rock outcrops.	[]	[]
c. Location of existing buildings or all other structures on the site and on adjacent properties within 200 feet of the site, and their setbacks from existing property lines. Structures to be shown include, but are not limited to, walls, fences, culverts, bridges, roadways, utility towers, free-standing signs, etc.	[]	[]
d. Location of existing parking, loading, driveways; sidewalks, landscaping, and and free-standing signs on the site and on adjacent properties within 200 feet of the site.	[]	[]
e. Location of any sites, structures, or districts on the site or within 200 feet of the site that are listed on the national or State Registers of Historic Places.	[]	[]
f. Location of underground infrastructure on the site, including storage tanks, wells, septic systems, and connections to public water or sewer lines, and dimensions of same.	[]	[]
15. Photographs. Submission of photographs of existing conditions on and around the site, including but not limited to structures, street frontage, open space, signs, lighting, landscaping, parking lots, etc.	[]	[]
16. Protective Covenants or Deed Restrictions. A copy of any such covenants or restrictions affecting the site shall be provided. If none exist, an affidavit from the property owner(s) certifying that no such covenants or restrictions exist shall be submitted.	[]	[]
17. List of Property Owners. A copy of the certified list of property owners within 200 feet of the subject site prepared by the Planning Administrator. Said certified list shall be no more than 90 days old.	[]	[]

Application Checklist
Form A
All Applications

Borough of Dumont
Bergen County, New Jersey

<u>Items Required</u>	<u>Provided</u>	<u>Waiver Requested</u>
18. Other Required Applications and Approvals. A copy of any and all required applications submitted to other governmental or quasi-governmental entities, a statement as to the status of such applications, and a copy of any and all approvals obtained from any such entity. <i>Check here [] if not applicable.</i>	[]	[]

APPLICATION CHECKLIST: FORM B

Minor Site Plan

To be Completed by the Borough:

Application Number: _____
Date/Time Received: _____
Checklist Received By: _____ (name)

_____ (signature)

To be Completed by the Applicant:

Name of Development: _____
Tax Block(s) & Lot(s): _____
Property Address: _____

Name of Applicant: _____
Mailing Address: _____

Phone: _____
Fax: _____
Email: _____
Name of Attorney: _____
Mailing Address: _____

Phone: _____
Checklist Prepared By: _____ (name)

_____ (signature)
_____ (date)

Application Checklist
 Form B
 Minor Site Plans

Borough of Dumont
 Bergen County, New Jersey

<u>Items Required</u>	<u>Provided</u>	<u>Waiver Requested</u>
1. Development Description. A general description of the proposed development. The description shall include a table of proposed setbacks, lot areas, lot widths, building coverages, lot coverages, building areas, floor area ratio residential density, number regular and handicapped parking spaces, and gross area of landscaping, and compare these figures to the related zoning requirements. The description shall also include, but not be limited to, the number of housing units, the amount of non-residential floor area, the number of residents and/or employees, the hours of operation, the number and frequency of shipments and deliveries, and the nature of materials and chemicals used on the site.	[]	[]
2. Impact Evaluation. A brief assessment of the effects of the development on the site itself, adjacent properties, the neighborhood, and the Borough as a whole, including but not limited to effects upon the natural environment, land use patterns, traffic and circulation, visual quality, utility service, and drainage.	[]	[]
3. Contour Map. Contours to determine the natural drainage of the land. Intervals shall be two feet up to 10% slope and five feet for more than 10% slopes. This map will also include all information required for the Key Map (see Form A).	[]	[]
4. Proposed Development Map. Showing the following aspects of the proposed development project. This map will also include all information required for the Key Map (see Form A).	[]	[]
a. Location of proposed buildings and their setbacks from property lines.	[]	[]
b. Location of proposed parking, loading, driveways, sidewalks, landscaping, and signs.	[]	[]
c. Location of existing buildings or structures to be removed or demolished, which shall be indicated by dashed lines.	[]	[]
5. Proposed Floor Plans and Elevations. For all proposed buildings and alterations including but not limited to changes to existing building facades. All floor plans and elevations shall be prepared by a New Jersey licensed architect.	[]	[]
6. Signage Plan. The height, size, materials, and type of construction for all signs shall be illustrated in scale drawings.	[]	[]

APPLICATION CHECKLIST: FORM C

Minor Subdivision

To be Completed by the Borough:

Application Number: _____
Date/Time Received: _____
Checklist Received By: _____ (name)

_____ (signature)

To be Completed by the Applicant:

Name of Development: _____
Tax Block(s) & Lot(s): _____
Property Address: _____

Name of Applicant: _____
Mailing Address: _____

Phone: _____
Fax: _____
Email: _____
Name of Attorney: _____
Mailing Address: _____

Phone: _____
Checklist Prepared By: _____ (name)

_____ (signature)
_____ (date)

*Application Checklist
Form C
Minor Subdivision*

*Borough of Dumont
Bergen County, New Jersey*

<u>Items Required</u>	<u>Provided</u>	<u>Waiver Requested</u>
1. Subdivision Description. A general description of the proposed subdivision, including:	[]	[]
a. The proposed use(s) of the subdivided lots.	[]	[]
b. A table of lot areas and lot widths compared to the related zoning requirements.	[]	[]
c. An estimate of the maximum potential building coverage, lot coverage, building area, floor area ratio, residential units, and residential density, based on the zoning requirements.	[]	[]
2. Impact Evaluation. A detailed assessment of the effects of the development on the site itself, adjacent properties, the neighborhood, and the Borough as a whole. The number of residents and/or employees who will occupy or use the site will be estimated. The analysis shall examine the effects upon the natural environment, land use patterns, traffic and circulation, visual quality, utility service, and drainage. It will also examine any potential safety hazards, any noise, glare, vibration, heat, odor, or air and water pollution associated with the use(s).	[]	[]
3. Previous Subdivision Statement. A statement indicating what, if any, subdivisions have affected the site during the five (5) years prior to the date the application was filed.	[]	[]
4. Contour Map. Contours to determine the natural drainage of the land. Intervals shall be 2 feet up to 10% slope and 5 feet for more than 10% slopes. This map will also include all information required for the Key Map (see Form A).	[]	[]
5. Water and Sewer Map. Location of existing wells and septic systems and/or location of connections to public water and sanitary sewer systems. This map will also include all information required for the Key Map (see Form A).	[]	[]
6. Proposed Subdivision Map. Showing the following aspects of the proposed subdivision. This map will also include all information required for the Key Map (see Form A).	[]	[]
a. Location and boundaries of proposed lots, and the dimensions of same.	[]	[]
b. The required front, side, and rear setback lines of each proposed lot, showing the resulting building envelope.	[]	[]
c. The location and boundaries of any property to be owned in common and/or property to be deeded to a public or non-profit entity.	[]	[]
d. All proposed streets, easements, and right-of-ways, if any, and the dimensions of same.	[]	[]
7. Soil Erosion and Sedimentation Control Plan. If required, pursuant to P.L. 1975, c. 251.	[]	[]
8. Signage Plan. The height, size, materials, and type of construction for all signs shall be illustrated in scale drawings.	[]	[]

APPLICATION CHECKLIST: FORM D

Preliminary Major Site Plan

To be Completed by the Borough:

Application Number: _____

Date/Time Received: _____

Checklist Received By: _____ (name)

(signature)

To be Completed by the Applicant:

Name of Development: _____

Tax Block(s) & Lot(s): _____

Property Address: _____

Name of Applicant: _____

Mailing Address: _____

Phone: _____

Fax: _____

Email: _____

Name of Attorney: _____

Mailing Address: _____

Phone: _____

Checklist Prepared By: _____ (name)

(signature)

(date)

Application Checklist
 Form D
 Preliminary Major Site Plan

Borough of Dumont
 Bergen County, New Jersey

<u>Items Required</u>	<u>Provided</u>	<u>Waiver Requested</u>
1. Development Description. A general description of the proposed development, including:	[]	[]
a. The proposed use(s) of each building.	[]	[]
b. The number of housing units, the amount of non-residential floor area, and expansion potential incorporated in any building design.	[]	[]
c. A table of proposed setbacks, lot areas, lot widths, building coverages, lot coverages, building areas, floor area ratios, residential density, number of regular and handicapped parking spaces, and gross area of landscaping, compared to the related zoning requirements.	[]	[]
d. The hours of operation of any businesses, the number of frequency of shipments and deliveries, and the nature of materials and chemicals used on the site.	[]	[]
2. Impact Evaluation. A detailed assessment of the effects of the development on the site itself, adjacent properties, the neighborhood, and the Borough as a whole. The number of residents and/or employees who will occupy or use the site will be estimated. The analysis shall examine the effects upon the natural environment, land use patterns, traffic and circulation, visual quality, utility service, and drainage. It will also examine any potential safety hazards, any noise, glare, vibration, heat, odor, or air and water pollution associated with the use(s).	[]	[]
3. Contour Map. Contours to determine the natural drainage of the land. Intervals shall be 2 feet up to 10% slope and 5 feet for more than 10% slopes. This map will also include a title block, scale, north arrow, site boundaries, and abutting streets, as required for the Key Map (see Form A).	[]	[]
4. Proposed Development Map. Showing the following aspects of the proposed development project. This map will also include all information required for the Key Map (see Form A).	[]	[]
a. Location of proposed buildings and structures, including dimensions of same, and showing setbacks from front, side, and rear property lines.	[]	[]
b. Location of proposed parking, loading, driveways and other vehicular circulation areas, sidewalks, and dimensions of the same.	[]	[]
c. Location of any proposed easements or right-of-ways, if any, and the dimensions of same, to a minimum distance of 200 feet beyond the tract boundaries.	[]	[]
d. Location of proposed signs, fences, walls, and similar improvements.	[]	[]
e. Location and boundaries of any property to be owned in common, and/or property to be deeded to a public or non-profit entity.	[]	[]
f. Location of landscaping areas, and dimensions of same.	[]	[]
g. Location of disposal containers, recycling containers, and monitoring wells, if such wells are required.	[]	[]
5. Floor Plans and Elevations. These shall be provided for all existing and proposed buildings, except for existing buildings that are proposed for complete demolition. Floor plans shall show the use and layout of all internal space, and elevations shall show front, side, and rear building facades, both at a scale not exceeding eight (8) feet per inch. Floor plans and elevations shall be prepared by a New Jersey licensed architect.	[]	[]
6. Proposed Spot Elevations. Measured at the corners of all buildings and in appropriate pavement locations if new buildings or paved areas are proposed, or if re-grading near existing buildings is proposed.	[]	[]

Application Checklist
 Form D
 Preliminary Major Site Plan

Borough of Dumont
 Bergen County, New Jersey

<u>Items Required</u>	<u>Provided</u>	<u>Waiver Requested</u>
7. Design Plan. The height, size, materials, and type of construction for all fences, walls, outdoor lighting, disposal containers, recycling containers, and monitoring wells shall be illustrated in scale drawings. For outdoor lighting, the height and location of fixture(s), the type of fixture(s) and bulb(s), and pole material shall be illustrated as well. Sign illumination shall be illustrated. An Isocandela diagram superimposed upon the site plan shall be provided.	[]	[]
8. Signage Plan. The height, size, materials, and type of construction for all signs shall be illustrated in scale drawings.	[]	[]
9. Utility Service Plan. A description of proposed utility infrastructure, connections, and service, including septic systems. Connections to sewer, public water, fire hydrants, electricity, cable, natural gas, telephone, etc. shall be mapped.	[]	[]
10. Storm Drainage Plan. A description of the proposed storm drainage design and improvements, and a map showing the entire drainage area, the drainage area contributing to each pertinent drainage structure, and drainage tabulation sheets showing calculations for each drainage area. Provisions for rooftop drainage shall also be shown.	[]	[]
11. Landscaping Plan. Information shall include the location and number of plants, common and botanical names, planted size and root specifications.	[]	[]
12. Soil Erosion and Sedimentation Control Plan. If required, pursuant to P.L. 1975, c. 251.	[]	[]
13. Construction Details and Specifications. These shall be sufficient to illustrate the nature of site improvements, including but not limited to paving, curbing, walls, fences, utility and storm drainage structures, soil erosion control structures, light fixtures and standards, and signs.	[]	[]
14. Temporary Construction Site Plan. Location of all proposed trailers, warehousing, storage facilities, and temporary contractor's offices shall be shown on a map. These shall be carefully located with consideration to the proximity of adjoining landowners or the passing public. The description shall indicate how the contractor will maintain these structures and storage areas during construction.	[]	[]
15. Construction Work and Phasing Plan. Detailed plan indicating proposed construction sequences, routes to and from the construction site, construction methods, hours of operation, construction traffic control plans, temporary construction office locations, and any other construction-related plans.	[]	[]
16. Traffic Study. At the minimum, this shall include an analysis of trip generation and estimated increases in traffic volumes for adjacent streets and intersections above current levels. Estimates shall be broken out by average weekday morning peak hour, average weekday evening peak hour, and average Saturday peak hour. The traffic study may be submitted as part of the impact evaluation (see Item #2 above).	[]	[]

APPLICATION CHECKLIST: FORM E

Preliminary Major Subdivision

To be Completed by the Borough:

Application Number: _____
Date/Time Received: _____
Checklist Received By: _____ (name)

_____ (signature)

To be Completed by the Applicant:

Name of Development: _____
Tax Block(s) & Lot(s): _____
Property Address: _____

Name of Applicant: _____
Mailing Address: _____

Phone: _____
Fax: _____
Email: _____
Name of Attorney: _____
Mailing Address: _____

Phone: _____
Checklist Prepared By: _____ (name)

_____ (signature)
_____ (date)

Application Checklist
 Form E
 Preliminary Major Subdivision

Borough of Dumont
 Bergen County, New Jersey

<u>Items Required</u>	<u>Provided</u>	<u>Waiver Requested</u>
1. Subdivision Description. A general description of the proposed subdivision, including:	[]	[]
a. The proposed use(s) of subdivided lots.	[]	[]
b. A table of lot areas and lot widths compared to the related zoning requirements.	[]	[]
c. An estimate of the maximum potential building coverage, lot coverage, building area, floor area ratio, residential units and residential density, based on the zoning requirements.	[]	[]
2. Impact Evaluation. A detailed assessment of the effects of the development on the site itself, adjacent properties, the neighborhood, and the Borough as a whole. The number of residents and/or employees who will occupy or use the site will be estimated. The analysis shall examine the effects upon the natural environment, land use patterns, traffic and circulation, visual quality, utility service, and drainage. It will also examine any potential safety hazards, any noise, glare, vibration, heat, odor, or air and water pollution associated with the use(s).	[]	[]
3. Proposed Subdivision Map. Showing the following aspects of the proposed subdivision. This map will also include all information required for the Key Map (see Form A).	[]	[]
a. Location and boundaries of proposed lots and dimensions of same, and tentative block and lot numbers.	[]	[]
b. Required front, side, and rear setback lines of each proposed lot, showing the resulting building envelope	[]	[]
c. Location and boundaries of any property to be owned in common and/or property to be deeded to a public or non-profit entity.	[]	[]
d. Location of any proposed easements or right-of-ways, if any, and dimensions of same, to a minimum distance of 200 feet beyond the tract boundaries.	[]	[]
e. Location of proposed street pavement and sidewalks, and dimensions of same.	[]	[]
g. Location of proposed street trees, reforestation, and landscaping and location of proposed fences, walls, signs, and similar improvements.	[]	[]
4. Contour Map. Contours to determine the natural drainage of the land. Intervals shall be 2 feet up to 10% slope and 5 feet for more than 10% slopes. This map will also include a title block, scale, north arrow, site boundaries, and abutting streets, as required for the Key Map (see Form A).	[]	[]
5. Utility Service Plan. A description of proposed utility infrastructure, connections, and service, including septic systems. Connections to sewer, public water, fire hydrants, electricity, cable, natural gas, telephone, etc. shall be mapped.	[]	[]
6. Storm Drainage Plan. A description of the proposed storm drainage design and improvements, and a map showing the entire drainage area, the drainage area contributing to each pertinent drainage structure, and drainage tabulation sheets showing calculations for each drainage area. Provisions for rooftop drainage shall also be shown.	[]	[]
7. Soil Erosion and Sedimentation Control Plan. If required, pursuant to P.L. 1975, c. 251.	[]	[]
8. Landscaping Plan. Number and description of proposed street trees and description of reforestation and landscaping. Information shall include common and botanical names, planted size and root specification. Design of proposed fences, walls, outdoor lighting, signs, and similar improvements shall be included.	[]	[]

Application Checklist
 Form E
 Preliminary Major Subdivision

Borough of Dumont
 Bergen County, New Jersey

<u>Items Required</u>	<u>Provided</u>	<u>Waiver Requested</u>
9. Construction Details and Specifications. These shall be sufficient to illustrate the nature of site improvements, including but not limited to paving, curbing, walls, fences, utility and storm drainage structures, soil erosion control structures, light fixtures and standards, and signs.	[]	[]
10. Construction Work and Phasing Plan. Detailed plan indicating proposed construction sequences, routes to and from the construction site, construction methods, hours of operation, construction traffic control plans, temporary construction office locations, and any other construction-related plans.	[]	[]
11. Signage Plan. The height, size, materials, and type of construction for all signs shall be illustrated in scale drawings.	[]	[]
12. Traffic Study. At the minimum, this shall include an analysis of trip generation and estimated increases in traffic volumes for adjacent streets and intersections above current levels. Estimates shall be broken out by average weekday morning peak hour, average weekday evening peak hour, and average Saturday peak hour. The traffic study may be submitted as part of the impact evaluation (see Item #2 above).	[]	[]

APPLICATION CHECKLIST: FORM F

Final Major Site Plan

To be Completed by the Borough:

Application Number: _____

Date/Time Received: _____

Checklist Received By: _____ (name)

_____ (signature)

To be Completed by the Applicant:

Name of Development: _____

Tax Block(s) & Lot(s): _____

Property Address: _____

Name of Applicant: _____

Mailing Address: _____

Phone: _____

Fax: _____

Email: _____

Name of Attorney: _____

Mailing Address: _____

Phone: _____

Checklist Prepared By: _____ (name)

_____ (signature)

_____ (date)

Application Checklist
 Form F
 Final Major Site Plan

Borough of Dumont
 Bergen County, New Jersey

<u>Items Required</u>	<u>Provided</u>	<u>Waiver Requested</u>
1. All Items Required for Preliminary Major Site Plans. Pursuant to Form D. The items provided during the Preliminary Major Site Plan application Phase shall be updated to reflect any modifications in the development plan. Information must be provided sufficient to demonstrate that all of the conditions of Preliminary Major Site Plan approval have been satisfied.	[]	[]
2. Street or Driveway Map. On a map, the radius and central angle of all arcs and curves along all street or driveway lines shall be provided.	[]	[]
3. Surveyor's Certification. A certification from a licensed surveyor as to the accuracy of the details on the plat and as to compliance with provisions of the Map Filing Law.	[]	[]
4. Engineer Certification. A certification from the licensed engineer who prepared the plans that all of the information furnished is correct and accurate.	[]	[]
5. Borough Engineer's Statement. A statement from the Borough Engineer indicating that these are the plans approved by the Planning Board or Zoning Board of Adjustment as per the relevant date of approval.	[]	[]
6. Borough Statement Regarding Public Improvements. A statement from the Borough Engineer that he has received a map showing all utilities in exact location and elevation identifying those portions already installed and those to be installed, and that the developer has installed all improvements in accordance with all Borough regulations, and/or a statement by the Borough Clerk that proper performance guarantees have been posted with the Borough Council for the installation of required improvements.	[]	[]
7. Utility Approval. Current letter from each utility company stating that they will provide service to the site.	[]	[]

APPLICATION CHECKLIST: FORM G

Final Major Subdivision

To be Completed by the Borough:

Application Number: _____

Date/Time Received: _____

Checklist Received By: _____ (name)

(signature)

To be Completed by the Applicant:

Name of Development: _____

Tax Block(s) & Lot(s): _____

Property Address: _____

Name of Applicant: _____

Mailing Address: _____

Phone: _____

Fax: _____

Email: _____

Name of Attorney: _____

Mailing Address: _____

Phone: _____

Checklist Prepared By: _____ (name)

(signature)

(date)

Application Checklist
 Form G
 Final Major Subdivision

Borough of Dumont
 Bergen County, New Jersey

<u>Items Required</u>	<u>Provided</u>	<u>Waiver Requested</u>
1. All Items Required for Preliminary Major Subdivisions. Pursuant to Form E. The items provided during the Preliminary Major Subdivision application phase shall be updated to reflect any modifications in the development plan. Information must be provided sufficient to demonstrate that all of the conditions of Preliminary Major Subdivision approval have been satisfied.	[]	[]
2. Lot Areas. The proposed Subdivision Map (see Form E) shall provide lot areas for each proposed lot, to the nearest tenth of a square foot. Lot areas shall be translated into acreage, to the nearest tenth of an acre.	[]	[]
3. Block and Lot Numbers. The Proposed Subdivision Map (see Form E) shall show block and lot numbers assigned by the Tax Assessor, and street addresses assigned by the Post Office, for each of the lots.	[]	[]
4. Street or Driveway Map. On a map, the radius and central angle of all arcs and curves along all street or driveway lines shall be provided.	[]	[]
5. Surveyor's Certification. A certification from a licensed surveyor as to the accuracy of the details on the plat and as to compliance with provisions of the Map Filing Law.	[]	[]
6. Borough Engineer's Certification. As to the plat's compliance with the provisions of the Map Filing Law and all applicable Borough ordinances and requirements.	[]	[]
7. Borough Statement Regarding Public Improvements. A statement from the Borough Engineer that he has received a map showing all utilities in exact location and elevation identifying those portions already installed and those to be installed, and that the developer has installed all improvements in accordance with all Borough regulations, and/or a statement by the Borough Clerk that proper performance guarantees have been posted with the Borough Council for the installation of required improvements.	[]	[]
8. Utility Approval. Current letter from each utility company stating that they will provide service to the site.	[]	[]

APPLICATION CHECKLIST: FORM H

"c" Variance or "d" Variance

To be Completed by the Borough:

Application Number: _____
Date/Time Received: _____
Checklist Received By: _____ (name)

_____ (signature)

To be Completed by the Applicant:

Name of Development: _____
Tax Block(s) & Lot(s): _____
Property Address: _____

Name of Applicant: _____
Mailing Address: _____

Phone: _____
Fax: _____
Email: _____
Name of Attorney: _____
Mailing Address: _____

Phone: _____
Checklist Prepared By: _____ (name)

_____ (signature)
_____ (date)

PLEASE NOTE: If the variance application is part of a site plan or subdivision application, the information submitted in the site plan or subdivision application may also be used to fulfill the requirements of this checklist.

Application Checklist
 Form H
 "c" Variance or "d" Variance

Borough of Dumont
 Bergen County, New Jersey

<u>Items Required</u>	<u>Provided</u>	<u>Waiver Requested</u>
1. Development Description. A general description of the proposed development, including:	[]	[]
a. The proposed use(s) of each building.	[]	[]
b. The number of housing units, the amount of non-residential floor area, and expansion potential incorporated in any building design.	[]	[]
c. A table of proposed setbacks, lot areas, lot widths, building coverages, lot coverages, building areas, floor area ratios, residential density, number of regular and handicapped parking spaces, and gross area of landscaping, compared to the related zoning requirements.	[]	[]
d. The hours of operation of any businesses, the number and frequency of shipments and deliveries, and the nature of materials and chemicals used on the site.	[]	[]
2. Impact Evaluation. A detailed assessment of the effects of the development on the site itself, adjacent properties, the neighborhood, and the Borough as a whole. The number of residents and/or employees who will occupy or use the site will be estimated. The analysis shall examine the effects upon the natural environment, land use patterns, traffic and circulation, visual quality, utility service, and drainage. It will also examine any potential safety hazards, any noise, glare, vibration, heat, odor, or air and water pollution associated with the use(s).	[]	[]
3. Proposed Development Map. Showing the following aspects of the proposed development project. This map will also include all information required for the Key Map (see Form A).	[]	[]
a. Location of proposed buildings and structures, including dimensions of same, and showing setbacks from front, side, and rear property lines.	[]	[]
b. Location and layout of proposed parking, loading, driveways and other vehicular circulation areas, sidewalks, bicycles paths or lanes, and dimensions of the same.	[]	[]
c. Location of any proposed easements or right-of-ways, if any, and the dimensions of same, to a minimum distance of 200 feet beyond the tract boundaries.	[]	[]
d. Location of proposed signs, fences, walls, and similar improvements. If no signs are proposed, a statement indicating same shall be submitted.	[]	[]
e. Location of landscaping areas, and dimensions of same.	[]	[]
f. Location of disposal containers, recycling containers, and monitoring wells, if such wells are required.	[]	[]
4. Floor Plans and Elevations. If new buildings, expansion of existing buildings, or interior renovations are proposed, floor plans for existing and proposed buildings shall be submitted. Floor plans shall show the use and layout of internal space, and elevations shall show front, side, and rear building facades, both at a scale not exceeding eight (8) feet per inch. Floor plans and elevations shall be prepared by a New Jersey licensed architect.	[]	[]
5. Design and Signage Plan. The height, size, materials, and type of construction for all signs, fences, walls, outdoor lighting, disposal containers, recycling containers, and monitoring wells shall be illustrated in scale drawings.	[]	[]