

LAND DEVELOPMENT

315 Attachment 6

Township of Bloomfield

Standard Development Application

Township of Bloomfield Standard Development Application				
TO BE COMPLETED BY TOWNSHIP STAFF ONLY				
Date Filed:		Date Deemed Complete:		Application No:
<p>GENERAL INSTRUCTIONS: To the extent possible, applicant shall complete every question. When completed, this application shall be submitted to the Planning Board Secretary (if an application to the Planning Board) or the Zoning Officer (if an application to the Board of Adjustment). The proper application and escrow fees must accompany the application. Do not advertise for a public hearing until you are advised to do so by the Board.</p>				
Indicate to which Board application is being made:				
<input type="checkbox"/> <i>Planning Board</i>		<input type="checkbox"/> <i>Board of Adjustment</i>		
Indicate all approvals and variances being sought:				
<input type="checkbox"/> <i>Informal Review</i>	<input type="checkbox"/> <i>Prelim. Major Site Plan</i>		<input type="checkbox"/> <i>Interpretation</i>	
<input type="checkbox"/> <i>Bulk Variance(s)</i>	<input type="checkbox"/> <i>Final Major Site Plan</i>		<input type="checkbox"/> <i>Fill or Soil Removal Permit</i>	
<input type="checkbox"/> <i>Use Variance</i>	<input type="checkbox"/> <i>Prelim. Major Subdivision</i>		<input type="checkbox"/> <i>Waiver of Site Plan Requirements</i>	
<input type="checkbox"/> <i>Conditional Use Variance</i>	<input type="checkbox"/> <i>Final Major Subdivision</i>			
<input type="checkbox"/> <i>Minor Site Plan</i>	<input type="checkbox"/> <i>Appeals from Decision of Admin. Officer</i>			
<input type="checkbox"/> <i>Minor Subdivision</i>	<i>(attach the denial/decision)</i>			
1. APPLICANT				
Name			Address	
City	State	Zip	Telephone	Fax
2. PROPERTY OWNER (if other than applicant)				
Name			Address	
City	State	Zip	Telephone	Fax
3. SUBJECT PROPERTY (attach additional sheets if necessary)				
Street Address			Block(s) and Lot(s) Numbers	
Site Acreage and Square Footage		Zone District(s)		Tax Sheet Nos.

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Present Use				
Proposed Development Name and Nature of Use				
Number of New Buildings	Square Feet of New Building(s)	Height	% of Lot to be Covered by Buildings	
% of Lot to be Covered by Pavement	Number of Parking Spaces and Dimensions		Dimensions of Loading Area(s)	
Exterior Construction Material/Design				
Total Cost of Building and Site Improvements	Number of Lots Before Subdivision	Number of Lots After Subdivision	Are Any New Streets or Utility Extensions Proposed?	
Number of Existing Trees, Two-Inch Caliper or Greater, to be Removed	Are Any Structures to be Removed?		Number of Proposed Signs and Dimensions	
Is Soil Removal or Fill Proposed? Specify Total in Cubic Yards.		Is the Property Within 200 feet of an Adjacent Municipality? If so, which.		
4. Are there any existing or proposed deed restrictions or covenants? Please detail.				
5. HISTORY OF PAST APPROVALS <input type="checkbox"/> <i>Check here if none</i>				
	APPROVED	DENIED	DATE	
<i>Subdivision</i>				
<i>Site Plan</i>				
<i>Variance(s)</i>				
<i>Building Permit</i>				
6. APPLICANT'S ATTORNEY (if applicable)				
Name		Address		
City	State	Zip	Telephone	Fax

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7. NAMES OF PLAN PREPARERS				
Engineer's Name		Address		
City	State	Zip	Telephone	License #
Surveyor's Name		Address		
City	State	Zip	Telephone	License #
Landscape Architect or Architect's Name		Address		
City	State	Zip	Telephone	License #
8. FEES SUBMITTED				
<i>Application Fees</i>				
<i>Variance Fees</i>				
<i>Escrow Fees</i>				
<i>Total Fees</i>				
CERTIFICATION				
<p>I certify that the foregoing statements and the materials submitted are true. I further certify that I am the individual applicant or that I am an officer of the corporate applicant and that I am authorized to sign the application for the corporation or that I am a general partner of the partnership applicant. I hereby permit authorized Township officials to inspect my property in conjunction with this application.</p>				
			Sworn to and subscribed before me this date	

Signature of Applicant				
_____		_____		
Property Owner Authorizing Application if Other Than Applicant		Notary Public		

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Township of Bloomfield

**Preliminary Major Subdivision and Site Plan Checklist
(See § 315-20)**

Application for Preliminary Approval of Major Subdivisions and Site Plans		Submitted	Waiver Requested
	(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.		
2.	Scale: 1 inch = 30 feet or as approved by Board Engineer.		
3.	Current survey upon which plat or plan is based, signed and sealed.		
4.	Map size: 8-1/2" x 13" 15" x 21" 24" x 36"		
5.	Title block and basic information: a. Title. b. Date of original preparation and date(s) of revision(s). 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. (Where more than one sheet is required, the above information shall appear on each sheet and all sheets shall be appropriately labeled, numbered and bound.)		

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Application for Preliminary Approval of Major Subdivisions and Site Plans		Submitted	Waiver Requested
6.	The first sheet of a series of plats or plans submitted for preliminary approval shall contain, in addition to the above, the following: a. A key map at a scale of 1 inch = 500 feet or less showing zone boundaries. b. The names and addresses, lot and block numbers of all property owners within 200 feet of the tract boundary line including adjoining municipalities. c. Signature blocks for the Board Chairperson, Board Secretary and Board Engineer. d. A chart of the zoning requirements for the zone, including existing and proposed uses and conditions, with variances indicated.		
7.	For subdivisions, contour lines at vertical intervals not greater than 5 feet for land with natural slopes of 10% or greater and at vertical intervals of not greater than 2 feet for land with natural slopes of less than 10%.		
8.	For site plans, a grading plan showing, at two-foot contour intervals, existing and proposed contours and elevations.		
9.	The location of existing watercourses and any natural features, including floodplains, wetlands and soil types on the site and within 50 feet.		
10.	The area of the tract to be subdivided or developed in square footage and the location, lot area, width and depth of all existing and proposed lots.		
11.	Location, dimensions and area in square feet of all existing and proposed structures, including subsurface structures, with front, side and rear yard setbacks.		
12.	Location of all structures within 200 feet of the property.		
13.	A stormwater management plan showing the location, type and size of any existing and proposed bridges, culverts, drainpipes, catch basins and other storm drainage facilities, including Stormwater Analysis Report.		
14.	A soil erosion and sediment control plan.		
15.	Tree save plan.		
16.	A circulation plan showing proposed vehicle, bicycle and pedestrian circulation systems. The plan shall include the locations, typical cross-sections, center line profiles and type of paving for all proposed new streets and paths.		
17.	Plans of proposed potable water and 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.		

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Application for Preliminary Approval of Major Subdivisions and Site Plans		Submitted	Waiver Requested
18.	Location of any proposed off-street parking areas with dimensions showing parking spaces, loading docks and access drives and a traffic circulation pattern showing all ingress and egress to the site. Any lease authorizing off-site parking.		
19.	Location and description of all proposed signs and exterior lighting, including details.		
20.	Provision for storage and disposal of solid wastes.		
21.	For site plans, the preliminary floor plans and preliminary building elevation drawings showing all sides of any proposed building or buildings. The final floor plans and building elevations drawings submitted to the Construction Code Official for issuance of a building permit shall conform with the preliminary plans and drawing approved by the Board. No change, deletion or addition shall be made to said final plans and drawings without resubmission and reapproval by the Board.		
22.	Compliance with Fill Placement and Soil Removal Ordinance details.		
23.	A staging plan for projects greater than 10 acres in area.		
24.	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 material shall be indicated.		
25.	A copy of any protective covenants or deed restrictions applying to the land and being subdivided or developed and 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.		
26.	A copy of such guarantees, covenants, master deed or other document which shall satisfy the requirements of the Board for the construction and maintenance of any proposed common areas, landscaping, recreational areas, public improvements and buildings.		
27.	A list of all licenses, permits or other approvals required by law, including proof of service.		

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Application for Preliminary Approval of Major Subdivisions and Site Plans		Submitted	Waiver Requested
28.	A corporation or partnership shall list the names and addresses of all stockholders or individual partners owning at least 10% of its stock of any class or at least 10% of the interest in the partnership, as the case may be. If a corporation or partnership owns 10% or more of the stock of a corporation, or 10% or greater interest in a partnership, subject to disclosure pursuant to the previous paragraph, that corporation or partnership shall list the names and addresses of its stockholders holding 10% or more of its stock or of 10% or greater interest in the partnership, as the case may be, and this requirement shall be followed by every corporate stockholder or partner in a partnership, until the names and addresses of the noncorporate stockholders and individual partners, exceeding the 10% ownership criterion have been listed.		
29.	The Board may require the applicant to submit an environmental impact assessment as part of preliminary approval if, in the opinion of the Board, the development could have an adverse effect on the environment.		
30.	The Board may require the applicant to submit a traffic impact statement as part of preliminary approval if, in the opinion of the Board, the development could have an adverse effect on off-site traffic and circulation.		
31.	Applicant shall submit 15 sets of folded plans.		

Checklist prepared by: _____ Checklist reviewed by: _____ Application deemed complete on: _____ Application deemed incomplete on: _____ Applicant notified on: _____	Date: _____ Date: _____
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315 Attachment 4

Township of Bloomfield

**Final Major Subdivision and Site Plan Checklist
(See § 315-21)**

Application for Final Approval of Major Subdivisions and Site Plans		Submitted	Waiver Requested
	(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.		
2.	Scale: 1 inch = 30 feet or as approved by Board Engineer.		
3.	Current survey upon which plat or plan is based, signed and sealed.		
4.	Map size: 8-1/2" x 13" 15" x 21" 24" x 36"		
5.	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. g. Name and address of owner of record and applicant, if different from the owner. (Where more than one sheet is required, the above information shall appear on each sheet and all sheets shall be appropriately labeled, numbered and bound.)		
6.	Tract boundary lines, right-of-way lines of streets, street names, easements and other rights-of-way, land to be reserved or dedicated to public use, all lot lines and other site lines, with accurate dimensions, bearings or deflection angles, radii arcs and central angles of all curves, or as required by the Map Filing Act.		
7.	The purpose of any easement or land reserved or dedicated to public use, such as, but not limited to, sight triangle easements, and the proposed use of sites other than residential.		

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Application for Final Approval of Major Subdivisions and Site Plans		Submitted	Waiver Requested
8.	The front, side and rear building setback lines.		
9.	Improvement plans in accordance with the Township standards for roads and utilities.		
10.	All plans submitted for preliminary approval, with a statement that the final plan is consistent with the preliminary plan, and if not, revised plans indicating proposed changes.		
11.	All additional information, changes or modifications required by the Board at the time of preliminary approval.		
12.	A statement from the Township Engineer that all improvements required by the Board for preliminary approval have been installed in compliance with all applicable laws.		
13.	If improvements have not been installed, then a statement from the Township Clerk shall accompany the application for final approval stating that: <ul style="list-style-type: none"> a. A recordable developer's agreement with the Township has been executed. b. A satisfactory performance guarantee has been posted. c. That the Township has received all escrow and inspection fees. 		
14.	Proof that all taxes and assessments for local improvements on the property have been paid.		
15.	If the requirement improvements have been installed, the application for final approval shall be accompanied by a statement from the Township Clerk that a satisfactory maintenance bond has been posted.		
16.	Applicant shall submit 15 sets of folded plans.		
	Checklist prepared by: _____ Checklist reviewed by: _____ Application deemed complete on: _____ Application deemed incomplete on: _____		

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Township of Bloomfield

Variance Application Checklist

Variance Checklist		Submitted	Waiver Requested
1.	<p>Submit the following documents with the Standard Development Application:</p> <ul style="list-style-type: none"> a. Copy of an area map showing all lots within 200 feet of the property. b. List of names, addresses, lot and block numbers, as they appear on the official tax records of the Township, of all owners of property within 200 feet of the property affected by the application and upon whom the notice must be served in the manner provided by law. c. Copy of professional survey, signed and sealed, at a scale not smaller than 1 inch = 100 feet nor larger than 1/8 inch = 1 foot; clearly indicating the buildings and improvements thereon with all front, side and rear yard dimensions and setbacks from the property lines. d. Copies of subdivision, site plan or conditional use applications when applicable. e. Certification that taxes are paid. 		
2.	<p>If the survey is more than one-year-old, attach a certification of the applicant or owner that the survey accurately represents the status of the premises and all improvements at the time of filing for the variance. If the survey is not accurate, a new accurate survey must be submitted.</p>		
3.	<p>Location, dimensions and area in square feet of all existing and proposed structures, including subsurface structures, with front, side and rear yard setbacks.</p>		
4.	<p>Chart of the zoning requirements for the zone, including existing and proposed uses and conditions, with variances indicated.</p>		
5.	<p>Floor plans showing existing and proposed layout of buildings and elevations for all sides of all buildings on the lot which may be altered or constructed.</p>		

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Variance Checklist		Submitted	Waiver Requested
6.	A statement containing the following information: a. Date of acquisition of property, and from whom. b. The number of existing and proposed dwelling units. c. State whether the applicant or owners own or are under contract to purchase any adjoining lands. Set forth lot and block number(s). d. State whether the application is or is not to be accompanied by a separate application for subdivision, site plan or conditional use approval.		
7.	At least 10 days prior to the hearing, the applicant shall serve prescribed notice on all owners of property within 200 feet. Note: This may require the inclusion of an adjoining municipality; specified utilities; the County Planning Board when county roads or lands are involved; and the Commissioner of Transportation of the State of New Jersey when a state or interstate highway is involved.		
8.	The applicant must submit the original and 15 copies of the application, properly completed, and 15 folded copies of a plot plan, map or survey, drawn to scale, and all other required plans and information, an affidavit of proof of service, with a copy of the notice and the list furnished by the administrative officer of the municipality of all those persons or entities served (service shall be made by certified mail or personal service).		
9.	All applications for consideration of the Board of Adjustment must be filed 14 days prior to the date of hearing. Proper notice given to those requiring service upon them, and publication made, at least 10 days prior to the date of hearing before the Board of Adjustment.		
	Checklist prepared by: _____ Checklist reviewed by: _____ Application deemed complete on: _____ Application deemed incomplete on: _____		