

Legend
 X - GreenbergFarrow Provided
 N/A.- Not Applicable
 PW - Partial Waiver Requested



TOWNSHIP OF NUTLEY, NEW JERSEY
 ZONING BOARD OF ADJUSTMENT
 PLANNING BOARD

CHECKLIST FOR SITE PLAN APPLICATION
 600 Attachment I

	COMPLIES	DEFICIENT	WAIVER SOUGHT
A. Type of site plan:			
(1) Repairs (interior).			
(2) Renovation or alteration (exterior).			
(3) Certificate of continued use.			
(4) Zoning permit.			
(5) Change of use.			
(6) Sign.			
(7) Addition.			
(8) Percent or size of addition			
(9) New structure	X		
(10) New accessory structure.	X		
(11) Use group.			
B. Eighteen copies of application and site plan	X		
C. Fee: in accordance with Schedule of Fees	X		
D. Date received application To be completed by Nutley			
E. Date certified as complete To be completed by Nutley			

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CAPA - Continues as Previously Approved

PS - Previously Submitted

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F. All plans submitted shall be drawn at a scale not smaller than one inch equals 20 feet, signed and sealed by a professional engineer, architect or professional planner, and shall bear the signature and seal of the licensed land surveyor as to topography and boundary survey data and shall contain the following:			PW
(1) The name and title of the applicant owner and the person preparing the map.	X		
(2) The date, scale and North point.	X		
(3) A place for the signatures of the Chairman and Secretary of the approving board.	X		
(4) The Tax Map lot and block numbers.	X		
(5) The bearing of all property lines with reference to north and south and the length of these lines. And streams within 400 feet.	PS		
(6) The zone district and the zone districts of adjoining properties within 400 feet.	PS		
(7) All entrances and exits to public streets on site and within 400 feet thereof.	PS		
(8) All property lines, streets, roads, retaining walls, rock outcrops, marsh areas, ponds.	PS		
(9) The location of principal and accessory structures, with dimensions of the structures and distances to lot lines.	X		
(10) All setback dimensions, landscaped areas, fencing and trees over six inches in caliper.	X		
(11) The location of all signs and exterior lighting, with the size and height of signs and light fixtures and the strength in lumens and direction of illumination.	CAPA (lighting)		
(12) The stormwater system, including roof leaders and inlets, and design data supporting the adequacy of the system to handle twenty-five-year storm flows.	CAPA		
(13) The sanitary sewage disposal system.	N/A		
(14) The water supply system and all other utilities.	N/A		
(15) All curbs, sidewalks, driveways, parking space layouts and off-street loading areas, with dimensions.	X		
(16) The rights-of-way, easements and all lands to be dedicated to the county.	X		
(17) The names of owners and use of property of all lands adjacent to the property and block and lot numbers.	CAPA		
(18) The site plan drawn on a sheet size of 8.5 inches by 13 inches, 15 inches by 21 inches or 24 inches by 36 inches.	X		

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(19) The entire property shall be shown; when impossible on the required sheet size, a key map is permitted.	X		
(20) Existing and proposed contours, with a contour interval not more than two feet for slopes less than 10%; existing contours by dashed lines, proposed by solid lines.	X		
(21) The proposed finished grade elevations at all corners of existing and proposed buildings.	X		
(22) The proposed use of the building.	X		
(23) The proposed use of the outdoor area.	X		
(24) The floor space of each building and the total number of parking spaces and estimated occupancy of employees.	CAPA		
(25) The distances along right-of-way lines of existing streets abutting the property to the nearest intersection.	CAPA		
(26) All existing easements, deed restrictions, other covenants and previous variances granted for the property.	X		
(27) The floor plan of proposed structures, with accompanying front, rear and side elevations drawn to scale.	CAPA		
(28) A landscaping plan, buffer plan and landscaping schedule showing the number, size and species of plantings.	CAPA		
(29) A soil erosion and sediment control plan.	CAPA		
(30) Applications filed with the county.			PW