

**BOROUGH OF SAYREVILLE
STANDARD DEVELOPMENT APPLICATION**

(Page 1 of 3)

GENERAL INSTRUCTIONS: To the extent possible, Applicant shall complete every question. When completed, this application shall be submitted to the Planning Board Secretary (if and application to the Planning Board) or the Zoning Officer (if an application to the Board of Adjustment). The proper application and escrow fees must be accompany the application.
Do not advertise for a public hearing until you are advised to do so by the Board.

Indicate to which Board application is being made:

- Planning Board* *Board of Adjustment*

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
(attach the denial/decision)</i> | |
| <input type="checkbox"/> <i>Minor Site Subdivision</i> | | |

1. APPLICANT:

Name		Address			
City	State	Zip	Fax	Telephone	

2. PROPERTY OWNER (If other than applicant)

Name		Address			
City	State	Zip	Fax	Telephone	

3. APPLICANT'S ATTORNEY (If applicable)

Name		Address			
City	State	Zip	Fax	Telephone	

TO BE COMPLETED BY BOROUGH STAFF ONLY

Date Filed:		Application No.
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BOROUGH OF SAYREVILLE**Standard Development Application - (Page 2 of 3)****4. 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.

Present Use:

Proposed Development Name and Nature of Use

Number of Buildings

Sq. Ft. of New Bldg(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 ft. of an Adjacent Municipality? If so, Which?

5. Are there any existing or proposed deed restrictions or covenants? Please Detail.

6. HISTORY OF PAST APPROVALS Check here if none

	APPROVED	DENIED	DATE
<i>Subdivision</i>			
<i>Site Plan</i>			
<i>Variance(s)</i>			
<i>Building Permit</i>			

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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

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 Borough officials to inspect my property in conjunction with this application.

Sworn to and subscribed before me this date

 Signature of Applicant

 Property Owner Authorizing Application if
 Other Than Applicant

 Notary Public

26-75.2 Preliminary Major Subdivision And Site Plan Checklist

APPLICATION FOR PRELIMINARY APPROVAL OF MAJOR SUBDIVISIONS AND SITE PLANS (Page 1 of 5)	Submitted	Not Applicable	Waiver Requested
(Note: For details of all submissions, see Article III. Applicant should check off all items as submitted, not applicable, 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" = 30' or as approved by Board Engineer.			
3. Current survey upon which plat or plan is based, signed and sealed.			
4. Map size: 8 – ½" x 13"; 5" x 21"; 24" x 36"			
<p>5. Title block and basic information:</p> <ul style="list-style-type: none"> 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 <p>(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.)</p>			
<p>6. The first sheet of a series of plats or plans submitted for preliminary approval shall contain, in addition to the above, the following:</p> <ul style="list-style-type: none"> a. A keymap at a scale of 1" = 500' or less showing zone boundaries b. The names and addresses, lot and block numbers of all property owners within 200' of the tract boundary line including adjoining municipalities c. Signature blocks for the Board Chairperson, Board Secretary and Board <u>Engineer</u> d. Chart of the zoning requirements for the zone, what is proposed, and variances indicated 			

APPLICATION FOR PRELIMINARY APPROVAL OF MAJOR SUBDIVISIONS AND SITE PLANS (Page 2 of 5)		Submitted	Not Applicable	Waiver Requested
7.	For subdivisions, contour lines at vertical intervals not greater than 5 feet for land with natural slopes of 10 percent or greater and at vertical intervals of not greater than 2 feet for land with natural slopes of less than 10 percent.			
8.	For site plans, a grading plan showing, at 2 foot contour intervals, existing and proposed contours and elevations.			
9.	The location of existing watercourses and any natural features, including flood plains, 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 any existing lot or lots proposed to be subdivided.			
11.	Location of all existing and proposed buildings and subsurface structures, with building setbacks, front, side and rear yard distances.			
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, centerline 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.			
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.			
19.	Location and description of all proposed signs and exterior lighting, including details.			
20.	Provision for storage and disposal of solid wastes.			

APPLICATION FOR PRELIMINARY APPROVAL OF MAJOR SUBDIVISIONS AND SITE PLANS (Page 3 of 5)		Submitted	Not Applicable	Waiver Requested
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.			

APPLICATION FOR PRELIMINARY APPROVAL OF MAJOR SUBDIVISIONS AND SITE PLANS (Page 4 of 5)		Submitted	Not Applicable	Waiver Requested
28.	For any subdivision of 6 or more lots, or for a variance to construct a multiple dwelling of 25 or more dwelling units, or for site plan approval of any non-residential use, a corporation or partnership shall list the names and addresses of all stockholders or individual partners owning at least 10 percent of its stock of any class or at least 10 percent of the interest in the partnership, as the case may be. If a corporation or partnership owns 10 percent or more of the stock of a corporation, or 10 percent 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 percent or more of its stock or of 10 percent 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 non-corporate stockholders and individual partners, exceeding the 10 percent 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 fifteen (15) sets of folded plans.			

APPLICATION FOR PRELIMINARY APPROVAL OF
MAJOR SUBDIVISIONS AND SITE PLANS (Page 5 of 5)

Checklist prepared by _____

Date: _____

Checklist reviewed by Board: _____

Date: _____

Application found complete on: _____

Application found incomplete on: _____

Applicant notified on: _____

26-75.3 Final Major Subdivision And Site Plan Checklist

APPLICATION FOR FINAL APPROVAL OF MAJOR SUBDIVISIONS AND SITE PLANS (Page 1 of 5)		Submitted	Not Applicable	Waiver Requested
	(Note: For details of all submissions, see Article III. Applicant should check off all items as submitted, not applicable, 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" = 30' 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"; 5" x 21"; 24" x 36"			
5.	Title block and basic information: <ul style="list-style-type: none"> 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 lots 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.			
8.	The front, side and rear building setback lines.			
9.	Improvement Plans in accordance with the Borough Standards for roads and utilities.			

APPLICATION FOR FINAL APPROVAL OF MAJOR SUBDIVISIONS AND SITE PLANS (Page 1 of 5)		Submitted	Not Applicable	Waiver Requested
10.	Statement that final plan is consistent with preliminary plan, and if not, how and why they differ.			
11.	All additional information, changes or modifications required by the Board at the time of preliminary approval.			
12.	A statement from the Borough 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 Borough Clerk shall accompany the application for final approval stating that: a. A recordable developer's agreement with the Borough has been executed b. A satisfactory performance guarantee has been posted c. That the Borough 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 required improvements have been installed, the application for final approval shall be accompanied by a statement from the Borough Clerk that a satisfactory maintenance bond has been posted.			
16.	Applicant shall submit fifteen (15) sets of folded plans.			
Checklist prepared by _____ Checklist reviewed by Board: _____ Application found complete on: _____ Application found incomplete on: _____ Applicant notified on: _____		Date: _____ Date: _____		