

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. (Parking Lot & Outdoor Patio)	X		
(8) Percent or size of addition			
(9) New structure			
(10) New accessory structure.			
(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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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.	X		
(6) The zone district and the zone districts of adjoining properties within 400 feet.	X		
(7) All entrances and exits to public streets on site and within 400 feet thereof.	X		
(8) All property lines, streets, roads, retaining walls, rock outcrops, marsh areas, ponds.	X		
(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.	X N/A for signs		
(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.	X		
(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.	N/A		
(17) The names of owners and use of property of all lands adjacent to the property and block and lot numbers.	X		
(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.	X		
(25) The distances along right-of-way lines of existing streets abutting the property to the nearest intersection.	X		
(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.	N/A		
(28) A landscaping plan, buffer plan and landscaping schedule showing the number, size and species of plantings.	X		
(29) A soil erosion and sediment control plan.	X		
(30) Applications filed with the county.			PW