

CHECKLIST NO. 3  
FOR DETERMINING COMPLETENESS OF APPLICATION FOR  
**GENERAL DEVELOPMENT PLAN APPROVAL**  
LAND USE ORDINANCE  
TOWNSHIP OF CLINTON, HUNTERDON COUNTY, NEW JERSEY

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-  
Name of Application \_\_\_\_\_ Application No. \_\_\_\_\_  
Block \_\_\_\_\_ Lot \_\_\_\_\_ Date Filed \_\_\_\_\_

An application shall not be considered complete until all the materials and information specified below has been submitted, unless upon receipt of written waiver request from the applicant, a specified requirement is waived by the municipal agency. The request waiver shall be granted or denied within 45 days of receipt of said request.

	Comments
<input type="checkbox"/> 1. Calculation of the application fee (Section 165-13), and the review escrow (Section 165-14).	
<input type="checkbox"/> 2. Individual checks made out to Clinton Township in the amount calculated for the application fee, review escrow and variance, if applicable.	
<input type="checkbox"/> 3. A completed Completeness Checklist No. 3 (latest revision) with written explanations for <u>all</u> requested completeness waivers.	
<input type="checkbox"/> 4. Six (6) completed application forms. 12 additional copies to be provided to Board Administrator upon determination of completeness.	
<input type="checkbox"/> 5. Completed Escrow Agreement signed by owner and applicant.	
<input type="checkbox"/> 6. Certification from the Clinton Township Tax Collector that all taxes and assessments on the property are paid in full.	
<input type="checkbox"/> 7. Certification that applicant is owner or authorization agent, or consent of owner to file application.	

	Comments
<p><input type="checkbox"/> 8. Six (6) Environmental Impact Statements in accordance with Section 165-72, including a Letter of Interpretation from NJDEP. 12 more copies to be submitted upon completeness determination.</p>	
<p><input type="checkbox"/> 9. Six (6) Surface Water Management Plans in accordance with Section 165-232, including pre- and post-development calculations and drainage area maps. 12 more copies to be submitted upon completeness determination.</p>	
<p><input type="checkbox"/> 10. Six (6) black or blue line prints of plans prepared by a New Jersey licensed professional engineer or land surveyor. Each sheet must be <u>signed</u> and <u>sealed</u> by the appropriate professional. 12 more copies to be submitted upon completeness determination.</p>	
<p><b><u>Plans shall show or include the following:</u></b></p>	
<p><input type="checkbox"/> 11. A Landscape Plan in accordance with Section 165-63.</p>	
<p><input type="checkbox"/> 12. Map scale not less than 1 inch = 100 feet showing the entire tract on one sheet.</p>	
<p><input type="checkbox"/> 13. A Key Map showing the entire site, the surrounding area (at least 1,000 feet from the property) and any and all zone district boundary lines in the surrounding area.</p>	
<p><input type="checkbox"/> 14. Site name.</p>	
<p><input type="checkbox"/> 15. Scale and reference meridian. The reference source (i.e. deed, etc.) of the meridian should be identified.</p>	
<p>16. Name and address of the following:</p>	
<p><input type="checkbox"/> a. Professional responsible for preparing the plans,</p>	
<p><input type="checkbox"/> b. Owner of the site, and</p>	
<p><input type="checkbox"/> c. Applicant/subdivider.</p>	
<p><input type="checkbox"/> 17. Date of the plans and revisions block identifying any and all revisions.</p>	
<p><input type="checkbox"/> 18. The name of the owner and the block and lot designation of any and all properties located within 200 feet of the site.</p>	
<p><input type="checkbox"/> 19. Existing contours at 2 feet intervals within the site and 200 feet of the property.</p>	

	Comments
[ ] 20. The tax map sheet, block and lot numbers.	
[ ] 21. All existing streets, roads and streams on the property, and within 500 feet of the property.	
[ ] 22. Lot line dimensions. Original boundary survey used to prepare the plan should also be provided with the application.	
[ ] 23. Location of all existing structures on the property, and within 100 feet of the property.	
[ ] 24. Location of all proposed streets, property lines, lot lines, and areas. All lot areas are to be shown in acres and square feet. The area within the maximum depth of measurement should be identified if different from entire area.	
[ ] 25. Location of any and all utility and conservation easements which affect the property.	
[ ] 26. Dimensional ties from existing structures to property lines. A minimum of two ties per structure.	
[ ] 27. Building envelope of each proposed lot by the minimum yard setbacks, defined in the zoning ordinance.	
28. All existing natural and manmade features including the following:	
[ ] a. Watercourses, wooded areas swamps, wetlands, rock outcrops, easements, streets and rights-of-way.	
[ ] b. Soil classifications in accordance with the Hunterdon County Soil Survey.	
[ ] 29. Zone boundary lines on or adjoining the property.	

	Comments
<p><input type="checkbox"/> 30. A general land use plan at a scale of not less than 1 inch = 100 feet or such other scale permitting the entire site to be shown on one (1) sheet. Enlargement of portions of the plan may be submitted on separate sheets of the same size. The plan shall indicate the tract area and general locations of the land uses to be included in the planned development. The total number of dwelling units and amount of non-residential floor area to be provided and proposed land area to be devoted to residential and nonresidential uses to be included in the planned development shall be set forth, and the land area to be occupied by each proposed use shall be estimated. The gross density and intensity of use of the entire planned development shall be set forth, and a residential density and a nonresidential floor area ratio shall be provided.</p>	
<p><input type="checkbox"/> 31. A circulation plan showing the general location and types of transportation facilities, including a general description of proposed improvements for pedestrian access, within the planned development and any proposed improvements to the existing transportation system outside the planned development. The circulation plan shall be accompanied by a traffic impact report and the applicant shall be responsible for off-site traffic improvements in accordance with N.J.S.A. 40:55D-42 and municipal ordinances that govern same. In addition, the plan shall incorporate traffic demand management measures as specified in Section 165-199G.</p>	
<p><input type="checkbox"/> 32. An open space plan showing the proposed land area and general location of parks and any other land area to be set aside for conservation and recreational purposes and a general description of improvements proposed to be made thereon, including a plan for the operation and maintenance of parks and recreational lands. The open space plan shall be accompanied by a timing schedule evidencing when open space areas will be set aside and when construction of recreational amenities will commence and be completed.</p>	
<p><input type="checkbox"/> 33. A utility plan showing the need for and showing the proposed location of sewage and water lines, any drainage facilities necessitated by the physical characteristics of the site, proposed methods for handling solid waste disposal, and a plan for the operation and maintenance of proposed utilities.</p>	

	Comments
[ ] 34. A Stormwater Management Plan setting forth the proposed method of controlling and managing stormwater on the site and off-site (if applicable).	
[ ] 35. An environmental inventory and assessment in accordance with the Township's Environmental Impact Statement requirements (Section 165-72), including a general description of the vegetation, soils, topography, geology, surface hydrology, climate, and cultural resources of the site, existing or manmade structure or features and the probable impact of the development on the environmental attributes on the site.	
[ ] 36. A community facility plan indicating the scope and type of supporting community facilities which may include, but not be limited to educational, or cultural facilities, historic sites, libraries, hospitals, firehouses, municipal buildings, and police stations.	
[ ] 37. A housing plan outlining the number of housing units to be provided and the extent to which any housing obligation assigned to the municipality pursuant to P.L. 1985, c.222 (C.52:27D-301 et seq.) will be fulfilled by the development.	
[ ] 38. A local service plan indicating those public services which the applicant proposes to provide and which may include, but not be limited to, water, sewer, cable, solid waste disposal, including separation and recycling of recyclable materials. The plan shall also indicate anticipated ownership and responsibilities for these facilities.	
[ ] 39. A fiscal report describing the anticipated demand on municipal services to be generated by the planned development and any other financial impacts to be faced by the municipality or school district as a result of completion of the planned development. The fiscal report shall also include a projection of property tax revenues which will accrue to the county, municipality and school district according to the timing schedules provided under Item 37 below, and following completion of the planned development in its entirety.	

	Comments
<p><input type="checkbox"/> 40. A proposed development schedule in the case of a planned development where construction contemplated over a period of years, including any terms or conditions which are intended to protect the interest of the public and of the residents who occupy any section of the planned development prior to the completion of the project in its entirety. The development schedule referred to herein need not be a schedule of specific dates, but can be a series of sequential events that provides for a logical progression of the build-out and completion of the project in coordination with any on-site and off-site improvements required by the Planning Board of the municipality.</p>	
<p><input type="checkbox"/> 41. A municipal development agreement, which means a proposed written agreement between the municipality and the applicant relating to the planned development.</p>	

Application Deemed Complete:

By: \_\_\_\_\_ Date: \_\_\_\_\_

This completeness determination subject to the applicant providing certified proof of the distribution of plans to the outside review agencies and Board consultants as indicated below:

<u>Agency</u>		<u>Consultant</u>	
Clinton Town Water Co. (if public water)	Yes/No	Board Architect	Yes/No
Clinton Twp Bd of Health (if well or septic)	Yes/No	Board Attorney _____	Yes/No
Clinton Twp Constr Dept	Yes/No	Board Engineering Expert (w/ SWM)	Yes/No
Clinton Twp Fire Dept	Yes/No	Board Environmental Expert w/ EIS and SWM reports	Yes/No
Clinton Twp Police Dept	Yes/No	Board Geotechnical Expert w/ Geotechnical reports	Yes/No
Clinton Twp Sewer Auth. (if in service area)	Yes/No	Board Historic Expert	Yes/No
Hunterdon Cty Bd of Health (if well or septic)	Yes/No	Board Hydro Geological Expert w/ Hydro geologic report	Yes/No
Clinton Twp. Environmental Commission	Yes/No	Board Landscape Architect	Yes/No
Clinton Twp. Hist. Comm.	Yes/No	Board Lighting Expert	Yes/No
		Board Planner	Yes/No
		Board Traffic Expert	Yes/No

Application Incomplete pending the Board's determination regarding the following written waiver requests:

By: \_\_\_\_\_ Date: \_\_\_\_\_

Application Incomplete with the following information to be submitted or written waiver requests provided:

By: \_\_\_\_\_ Date: \_\_\_\_\_