

APPLICATION FOR APPROVAL  
OF A PRELIMINARY PLAT  
OF A MAJOR SUBDIVISION  
BERKELEY TOWNSHIP PLANNING BOARD

ORIGINAL \_\_\_\_\_

APPLICANT'S INTEREST IN SUBJECT PROJECT

REVISED \_\_\_\_\_

REAPPROVAL \_\_\_\_\_

DATE \_\_\_\_\_

DEVELOPMENT NAME \_\_\_\_\_

SECTION \_\_\_\_\_

APPLICANT \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_

TAX MAP SHEET \_\_\_\_\_

BLOCKS \_\_\_\_\_

LOTS \_\_\_\_\_

LOCATION \_\_\_\_\_

STANDARD LOTS \_\_\_\_\_

CLUSTER SUBDIVISION \_\_\_\_\_

OWNER \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_

ENGINEER \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_

ATTORNEY \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_

ZONE \_\_\_\_\_

NO. OF LOTS \_\_\_\_\_

ACRES \_\_\_\_\_

AMOUNT PAID \$ \_\_\_\_\_

APPROX. COST OF PROJECT \$ \_\_\_\_\_

TYPE OF HOUSE & CONSTRUCTION \_\_\_\_\_

SALE PRICE RANGE \_\_\_\_\_

REMARKS \_\_\_\_\_

SIGNATURE OF OWNER OR AUTHORIZED AGENT \_\_\_\_\_

DATE RECEIVED \_\_\_\_\_

REFERRED TO PLANNING BOARD \_\_\_\_\_

REFERRED TO BD. OF ADJ. \_\_\_\_\_

FOR THE USE OF THE PLANNING BOARD ONLY

Date of hearing \_\_\_\_\_

Fee Paid, Receipt # \_\_\_\_\_

Decision of the Planning Board \_\_\_\_\_

Reasons: 1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

**CHECKLIST L.D. 1**  
**BERKELEY TOWNSHIP**  
**PRELIMINARY PLAT MAJOR SUBDIVISION CHECKLIST**

Yes   No N/A

1. Scale: Not less than 1" = 100'
2. Size: Maximum of 30" x 42"
3. Signature and Seal of New Jersey Licensed Land Surveyor.
4. Improvement Plans, at a scale of not less than 1" = 50', signed and sealed by New Jersey Licensed Engineer.
5. Plat Design:
  - a. Lots conform to zoning or variance(s) requested.
  - b. Side lot lines are at right angles or radial to street line.
  - c. Lots fronting on a paved public, existing or proposed, street with a right-of-way of at least 50 feet.
  - d. No through lots except in compliance with allowed conditions.
  - e. Block length does not exceed 1,000 feet.
6. Title Block:
  - a. Title of "Preliminary Plat."
  - b. Name of subdivision, if any.
  - c. Tax map sheet, block and lot number.
  - d. Date and revisions.
  - e. Name of engineer and/or land surveyor preparing the plat and license number(s).

Yes No   N/A

7. Project Notes include:
  - a. Tract acreage.
  - b. Name(s) and address(es) of subdivider and owner.
  - c. Number of lots.
  - d. Zoning Schedule with required and provided items.
8. Certification of property owner(s) consenting to the proposed subdivision.
9. Key Map (Minimum Scale: 1" = 1,000'), showing street names within 1,000 feet of the subdivision.
10. Names of all owners and property lines of all parcels within 200 feet.
11. Date of current, certified boundary survey. Name of person preparing same.

\_\_\_\_\_ 12. Existing one (1) foot contour intervals based on U.S.C. & G.S. datum on the property and extending a minimum 100 feet beyond property boundary. Note source of elevation datum base.

Yes No N/A

\_\_\_\_\_ 13. All existing streets, watercourses, flood plains, floodways, and flood areas within the proposed subdivision and within 200 feet of the property boundary. Paving width and R.O.W. width of each street and any existing public easements.

\_\_\_\_\_ 14. All existing structures and future status.

\_\_\_\_\_ 15. Delineation of important physical features (wetlands, ponds, etc.) on-site and within 200 feet of the proposed subdivision boundaries.

\_\_\_\_\_ 16. Existing drainage system.

\_\_\_\_\_ 17. North arrow and graphic scale.

\_\_\_\_\_ 18. Plat Details:

\_\_\_\_\_ a. Proposed lot lines.

\_\_\_\_\_ b. Areas of each lot.

\_\_\_\_\_ c. Yard setbacks on each lot.

\_\_\_\_\_ 19. Signature block for Board Chairman, Secretary and Engineer.

\_\_\_\_\_ 20. Administrative Requirements:

\_\_\_\_\_ a. Proper application fee (submit calculations).

\_\_\_\_\_ b. Proof of payment of property taxes for the current quarter.

\_\_\_\_\_ c. Required number of prints submitted.

\_\_\_\_\_ d. Application fees reflect any variance or design waiver requests.

Yes No N/A

\_\_\_\_\_ 21. Preliminary grading and drainage plan included.

\_\_\_\_\_ 22. Drainage area map(s) and drainage calculations.

\_\_\_\_\_ 23. Preliminary off-site drainage plan included.

\_\_\_\_\_ 24. Preliminary centerline profiles included.

\_\_\_\_\_ 25. Sectionalization plan, if applicable.

\_\_\_\_\_ 26. Soil boring logs and soil analysis for all subdivisions. Test results for hydraulic conductivity of soils, if septic systems or stormwater basins/trenches/wells are proposed.

\_\_\_\_\_ 27. Submission of Environmental Impact Statement.

\_\_\_\_\_ 28. Submission of a Traffic Impact Statement.

\_\_\_\_\_ 29. Preliminary plat designed in compliance with Berkeley Township Code, Chapter XXXV, Article VIII and Article X.

\_\_\_\_                      1. Proper application fee.

\_\_\_\_                      2. Fees for any variance or design waiver requests.

\_\_\_\_                      3. Required number of plans and completed application forms.

\_\_\_\_                      4. Required number of prints of preliminary architectural floor plans and elevations.

Yes No N/A

\_\_\_\_               5. Proof of payment of property taxes for the current quarter.

\_\_\_\_               6. Evidence of a Comprehensive General Liability Insurance Policy.

\_\_\_\_               7. Proof of submission of applications to all required regulatory agencies.