

**BOROUGH OF FLORHAM PARK
PLANNING BOARD**

SUBDIVISION APPLICATION

(for official use only)

APPLICATION #

(for official use only)

RECEIVED:

CHECK ONE

Preliminary only	<input type="checkbox"/>
Final only	<input type="checkbox"/>
Preliminary & Final	<input type="checkbox"/>

CHECK ONE

Major	<input type="checkbox"/>
Minor (3 lots or less on existing street, variance free)	<input type="checkbox"/>

Name of proposed subdivision: _____

1. Applicant's name: _____
Address: _____
Email: _____ Phone _____

2. Name and address of present owner (if other than applicant):
Name: _____
Address: _____

3. Interest of applicant if other than owner _____

4. Attorney Information:
Name: _____
Address: _____
Email: _____ Phone _____

5. Name and profession of person preparing plat:
Name: _____
Profession: _____
Address: _____
Email: _____ Phone _____

6. Location of subdivision _____
(street)
_____ Block # _____ Lot # _____ Zone _____

7. Number of proposed lots _____
8. Area of entire tract _____ and portion being subdivided _____
9. Development plans:
- Sell lots only? (Yes or No) _____
 - Construction of houses for sale? (Yes or No) _____
 - Other _____
10. Are there deed restrictions that apply or are contemplated? (Yes or No) _____
11. List proposed improvements and utilities and intentions to install or post performance guarantee prior to final approval.
- | | <u>Improvement</u> | <u>Intention</u> |
|----|--------------------|------------------|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
12. List of maps and other material accompanying application, and number of each
- | | <u>Item</u> | <u>Number</u> |
|----|-------------|---------------|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |

Signature of Applicant: _____

Required:

- Certification from Tax Collector that taxes are paid to date
- Written and notarized consent of owner if not the applicant
- Copy of all covenants, deed restrictions affecting all or part of the property
- Copy of Morris County Planning Board application
- Copy of N.J. DEP application (if applicable)
- Name, address of stockholders owning at least 10% of stock or at least 10% of interest in the partnership
- W-9 Taxpayer ID Form

A Technical Review Committee meeting must be scheduled to determine completeness before a Planning Board hearing can be scheduled. Call the Board Secretary to schedule at **973-410-5301**.

Contact the Board Secretary for required number of applications and plans to be submitted for the TRC.

❖ **Fees (must be submitted prior to a TRC):**

Major Subdivision

Preliminary Fee	\$1,000.00, plus \$100.00 per individual lot
Initial Escrow Deposit	\$5000.00 (plus \$1000.00 if variances)
Final Fee	\$500.00
Variance	\$300.00 <i>per variance</i> associated with the subdivision

Minor Subdivision

Application Fee	\$500.00, plus \$50.00 per individual lot
Initial Escrow Deposit	\$3000.00

❖ **Include Fee Calculation Sheet**

**CHECK LIST
MAJOR OR MINOR SUBDIVISION**

SUBDIVISION PLAT REQUIREMENTS:

1. () Date of latest revisions
2. () Applicant's name, address, phone number
3. () Name and address of present owner
4. () Scale of not more than 100' to the inch
5. () Key map showing entire subdivision and its relation to existing areas, and proposed street pattern
6. () North arrow
7. () Lot sizes with dimensions and bearing, curve data
8. () Building set back lines
9. () Block numbers, lot numbers (approved by Tax Assessor)
10. () Graphic scale
11. () Acreage of tract, to nearest 10th acre
12. () Dedication of lands for public use or conservation easement
13. () Contour lines at 2' intervals referenced to the N.J. Geodetic Control Survey Datum
14. () All existing buildings, structures, railroads, bridges, culverts and drain pipes, wooded areas, large trees, rock formations and watercourses within 200 feet
15. () Extent of wooded areas
16. () All existing and proposed property lines
17. () Location and names of all existing and proposed streets
18. () Right-of-way widths of all existing and proposed streets
19. () Cross-sections and profiles of all existing and proposed streets abutting the tract in question
20. () All existing and proposed utilities, under or above ground with location indicated
21. () All existing and proposed sanitary sewers, storm drains, drainage ditches and streams shown in profile
22. () All easements – width and purpose
23. () All proposed sidewalks
24. () Zone and zone boundaries
25. () Municipal boundaries
26. () Name of owners of adjacent properties and properties across existing streets or proposed streets
27. () Deed restrictions
28. () Name, address of person preparing plat or deed revision (*minor subdivision only*)
29. () Approval signature block
30. () Soil Erosion and Sediment Control plan
31. () Note that these plans are "Not to be used for Construction"
32. () All proposed lot lines and/or existing lot lines to be eliminated by the proposed subdivision
33. () Additional data as may be required by Planning Board to determine classification
34. () Subdivision title
35. () Monuments – location and description
36. () Certification of land survey
37. () Owner's consent certifications
38. () Signature block for Borough Clerk, Planning Board Chairman, Planning Board Secretary, Board Engineer