

**BOROUGH OF CHATHAM, NEW JERSEY
LAND DEVELOPMENT CHECKLIST
AS AUTHORIZED UNDER N.J.S.A. 40:55d-10.3**

**CHECKLIST C – PLAN REQUIREMENTS FOR ALL APPLICATIONS FOR DEVELOPMENT*
CONCEPTUAL SITE PLAN AND/OR SUBDIVISION REVIEW PRELIMINARY SITE PLAN OR SUBDIVISION
APPROVAL AND ALL VARIANCES (NOT COVERED IN CHECKLIST B)**

Items	Checklist C - General Requirements	submitted	Borough use
1	Floor Plans for each floor of the building or structure with clearly displayed dimensions of all rooms, perimeters.		
2	Building facades of elevations for all sides of the building or structure with roof height measurements included.		
3	Written statement of reasons why variance (s) is/are necessary		
4	If any lighting is proposed, location, mounting height, fixture type, and description of such lighting in detail.		
5	Statement as to any existing structure of improvement that will be removed from the property as part of the installation of the deck and/or fence now being proposed.		

Items	For Subdivision and Preliminary Site Plan Plan Details Required	submitted	Borough use
1	Plans neat and accurate, with consecutive numbering and descriptive label §165-162 (A)(1)		
2	Identification block §165-162 (A)(2)		
3	Plans certified with identity of preparer with dates of preparation and revision §165-162 (A)(3) and §165-162 (A)(4)		
4	Standard sheet sizes; 8x13 inches, 15 by 21 inches, or 24 by 36 inches §165-162 (A)(1)		
5	Proper scale §165-162 (A)(6)		
6	Key Map, North arrow on each page, reference meridian, 200' list of property owners with names and addresses §165-162 (A)(7), (A)(8), (A)(9)		
7	Zoning analysis showing required, existing, and proposed zoning conditions, variances and design waivers identified §165-162 (A)(10),		
8	Show existing and proposed zoning conditions, variances and design waivers identified §165-162 (A)(11)		
9	Show existing and proposed additional floor area for each floor, basement, attic, porch area and garage area, and proposed additional floor area for the basement and each floor and attic §165-162 (A)(12)		
10	Signature block with necessary signatures on first page of plans §165-162 (A)(13)		
11	Dimensions in feet and inches, area values in square feet, ratios in percent to two decimal places §165-162 (B)(1)		
12	Width, depth, and height dimensions in feet and inches §165-162 (B)(2)		
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Items	For Subdivision and Preliminary Site Plan Plan Details Required continued	submitted	Borough use
13	Proposed location and size of all structures, mechanicals, and any and all improvements §165-162 (B)(3)		
14	Bearing and dimensions of boundary lines and angle between intersecting lines, in degrees, minutes, and seconds §165-162 (B)(4)		
15	Indication of any reference corners and location dimensions and kind of each permanent property monument §165-162 (B)(5)		
16	Location of Zoning District boundaries within 200 feet or development §165-162 (B)(6)		
17	Location of Municipal boundary lines within 200 feet of development §165-162 (B)(7)		
18	Proposed front, side, and rear yard setbacks, and second story overhanging setbacks, distances in feet to two decimal places §165-162 (B)(8)		
19	Lot frontage, width, depth and area §165-162 (B)(9)		
20	Any street or roadway access and proposed directions of travel §165-162 (B)(10)		
21	Location and size (width and depth) of base height, from the original ground elevation to top element §165-162 (B)(11)		
22	Location, size, materials, method of attachment, and description of any signs, in accordance with Article XIII §165-162 (B)(12)		
23	Location, size, and description of any exterior lighting, with direction of illumination, power, and candlepower diagram, showing conformance with Section §165-162 (B)(13)		
24	Location, size and description of all existing and proposed utilities §165-162 (B)(14)		
25	Floor plans and gross floor area (both total and footprint) §165-162 (B)(15)		
26	Façade (elevation) drawings of proposed and existing buildings §165-162 (B)(16)		
27	Spot elevations (at building corners) and first floor building elevation §165-162 (B)(17)		
28	Fences and walls – height, locations, dimensions, setbacks, materials §165-162 (B)(18)		
29	Curbing, sidewalks, driveways, loading area §165-162 (B)(19)		
30	Refuse Storage – locations, type, dimensions, proposed enclosures, volume of storage §165-162 (B)(20)		
31	Existing and proposed public improvements, easements, rights of way, and restrictions of record, with accurate metes and bounds descriptions for same §165-162 (B)(21)		
32	Depiction of any existing natural features on the property and within 200 feet of each boundary line §165-162 (B)(22)		
33	Wetlands, wetlands delineations and buffers, water courses, conservation areas and easements, well heads, floodplain area, underground tanks and other environmental items §165-162 (B)(23)		
34	Stormwater management structure, dry wells, culverts, outlets and other details for stormwater drainage and management §165-162 (B)(24)		
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Items	For Subdivision and Preliminary Site Plan Plan Details Required continued	submitted	Borough use
35	Steep slopes, contours, elevations, and calculations in accordance with Section §165-14 (D)(2), §165-14 (D)(3), §165-14 (G); §165-162 (B)(25)		
36	Loading and unloading area(s) §165-162 (B)(26)		
37	Parking layout plan accordance with Section 165-163 § 165-162 (B)(27)		
38	Existing trees depiction for trees 8 inches and over in diameter at 3' above ground elevation § 165-162 (B)(28)		
39	Landscaping plan in accordance with Section 165-163 § 165-162 (B)(29)		
40	Soil erosion and sediment control plan § 165-162 (B)(30)		

Items	Other Requirements	submitted	Borough use
42	Written environmental statement including all documentation outline in §165-161 (B)		
43	Wetlands – written statement, report and/or documentation §165-161 (B)(23)		
44	Stormwater management addressed in accordance with §165-161 (B)		
45	Traffic impact study in accordance with §165-163 (B)		
46	Parking management report in accordance with §165-161 (C)		
47	Documentation showing compliance with Well Head Protection Areas (Article IX) and Flood Damage prevention (Article XI)		
48	Written statement describing requests and basis for all Checklist waivers		