

PLANNING BOARD
BOROUGH OF OAKLAND
DETERMINATION OF COMPLETENESS CHECKLIST
SITE PLAN

Project Title _____
 Lot, Block _____
 Docket No. _____

ITEM	YES	NO	N/A	COMMENTS
(1) Site plan drawn to a scale of not more than 1"=50', unless permitted by Board.	_____	_____	_____	_____
(2) Signed and sealed statement of certifications by both N. J. registered professional Engineer and Land Surveyor, as to the accuracy of the site plan and topographical map.	_____	_____	_____	_____
(3) Name and title of applicant, owner and plan preparer.	_____	_____	_____	_____
(4) Approval block bearing titles of Chairman and Secretary of Planning Board and the Borough Engineer.	_____	_____	_____	_____
(5) Lot, Block, and Tax Map Sheet Numbers,	_____	_____	_____	_____
(6) Date, scale and north arrow.	_____	_____	_____	_____
(7) Zone Boundaries of adjoining properties.	_____	_____	_____	_____
(8) Existing/proposed contours referred to U.S.C.&G.S. datum.	_____	_____	_____	_____
(9) Location of zoning setback lines and existing man-made or natural features.	_____	_____	_____	_____
(10) Existing/proposed signage and lighting detail and location.	_____	_____	_____	_____

ITEM	YES	NO	N/A	COMMENTS
(11) Location of existing/ proposed buildings and structures.	_____	_____	_____	_____
(12) Location of all structures within one hundred (100') feet of the property.	_____	_____	_____	_____
(13) Proposed sanitary sewers and water systems.	_____	_____	_____	_____
(14) Building floor plans and elevations drawings of proposed principal building and accessory structures.	_____	_____	_____	_____
(15) Complete storm drainage system.	_____	_____	_____	_____
(16) Drainage Design Data/ Calculations.	_____	_____	_____	_____
(17) Location and detail of existing/ proposed site improvements (i.e. curbs, sidewalks, etc.)	_____	_____	_____	_____
(18) Dimensions of all adjacent streets and roadway improve- ments, and all existing driveways within 100' of site.	_____	_____	_____	_____
(19) Location and detail of sidewalk and street shade trees.	_____	_____	_____	_____
(20) Profiles and construction cross section for parking, aisles and driveways, curbing, walkways, exterior stairways and railings.	_____	_____	_____	_____
(21) Proposed off-street parking Schedule.	_____	_____	_____	_____
(22) Number and type of proposed uses of land, buildings and units, together with the floor area for same and the estimated number of employees or occupants of each unit.	_____	_____	_____	_____

ITEM	YES	NO	N/A	COMMENTS
(23)Detail and location of fire protection systems.	___	___	___	_____
(24)Reference to covenants, deed restrictions, easements and subsequent waivers and variances.	___	___	___	_____
(25) Soil Erosion and Sediment Control Plan and Details.	___	___	___	_____
(26) Adherence to the Flood Damage Prevention Ordinance No. 85 Code 56.	___	___	___	_____
(27) Survey data together with Description of all areas Dedicated to the Borough of Oakland.	___	___	___	_____
(28)Required survey data.	___	___	___	_____
(29)Property owners within 200 feet.	___	___	___	_____
(30)Retaining wall design detail and calculations bearing seal and signature of a N. J. registered professional Engineer.	___	___	___	_____
(31)Soil Movement Application, Plan and Cross Sections prepared in accordance with Paragraph 59-67 of the Code.	___	___	___	_____
(32)Landscaping Plan and Planting Schedule.	___	___	___	_____
(33)Any additional information deemed necessary by the Planning Board.	___	___	___	_____
(34)The Board reserves the right to reject any and all drawings which are not clear, concise, and legible.	___	___	___	_____

ITEM	YES	NO	N/A	COMMENTS
(35)Locate area on National Wetlands Inventory Map.	_____	_____	_____	_____
(36)Submittal of variance application.	_____	_____	_____	_____
(37) <u>Residential Cluster (i.e. Townhouses):</u>				
a) The amount and location of common open space to be provided.	_____	_____	_____	_____
b) The location and description of any common facilities to be provided.	_____	_____	_____	_____
Name and responsibilities of the homeowner association if applicable.	_____	_____	_____	_____
(38) <u>Final Site Plan:</u> in addition to the aforesaid requirements, show or include the following:				
- Final contours of site (100 feet of same at two (2) foot intervals.	_____	_____	_____	_____
- Final Elevations at the corners of all proposed buildings and paved areas and at property corners.	_____	_____	_____	_____
- Floor Plan and elevation drawings of the proposed building bearing the seal and signature of preparing architect.	_____	_____	_____	_____
- Landscaping Plan and Planting Schedule.	_____	_____	_____	_____

Note: Corporation making application MUST be represented by Counsel at any Planning Board Meetings.

NOTICE TO UTILITIES

Chapter 245 of the MLUL was amended to require that notice of hearings on application for site plans or major subdivisions be given to all public utilities and cable television companies owning land or possessing rights-of-way or easements within 200 feet of the property which is the subject of the hearing.

ADDITIONAL COMMENTS _____

