

Final Subdivision Checklist (Amended May 2003)

Applicant: _____

Block: _____ Lot: _____

Address: _____

All applications for Final Subdivision shall be accompanied by the following information except that the Planning Board may waive any requirement or request additional information where it is clearly appropriate to the particular application. Failure to comply shall render such application incomplete.

Final Subdivisions

1. Two (2) copies of an affidavit of ownership or letter from the owner authorizing submission of the plat.
2. Certification from Raritan Township Planner that all conditions of preliminary approval have been met and that the preliminary plats have been stamped and signed by the Raritan Township Planning Board.
3. Two (2) copies of all approved Federal, State, County permits required under preliminary approval.
4. Two (2) copies of ownership interest of corporation, limited liability company, or partnership in accordance with the Municipal Land Use Law.
5. Twenty-five (25) copies of completed Raritan Township Subdivision application form.
6. Twenty-five (25) copies of completed Raritan Township Final Subdivision checklist form.
7. Township Application fee.
8. Township Escrow payment.
9. Certification from Raritan Township Tax Collector that all taxes, sewer charges, or other assessments on the entire tract have been paid to date.
10. Copy of Hunterdon County Planning Board application form as submitted to the Hunterdon County Planning Board.
11. Two (2) copies of all existing and proposed protective covenants, deed restrictions, or easements that apply to tract.
12. Completed W-9 form.
13. Submission of two (2) copies of any and all existing and/or proposed homeowners association documentation, where applicable.
14. A CADD drawing, prepared by a New Jersey Licensed Land Surveyor on a compact disc in .dxf format. All required information appearing on the final plat shall appear on separate layers of the drawing. Text shall also appear on a separate layer of the drawing. The file must be drawn at its real New Jersey Plan Coordinates NAD83 (or the most current New Jersey State Plan coordinate system) position and the view must be un-rotated so that the NJPCS North points orthographically up (vertical) in the screen. The drawing shall identify, at a minimum, three (3) monument markers distributed around the corners of the tract. These monument markers shall be identified in US Survey Feet.

15. Twenty-five (25) copies of the final plat in accordance with Section 16.18.090. (Please note that two (2) mylar copies and eleven (11) paper copies of the final plat will be required to be submitted to the Planning Board after filing with the County Clerk.)

Section 16.18.090 Plat Details.

Final Plat. The plat shall be drawn in compliance with the provisions of the state map filing act, and shall show or be accompanied by the following information and information listed in Section 16.18.070, except that the Planning Board may waive any requirement or request additional information where it is clearly appropriate to the particular application. Failure to comply shall render such application incomplete.

1. Identification. Date, name and key map of the subdivision, name of owner, written scale, graphic scale, and reference meridian. The final plat shall be drawn at a scale of not more than one inch equals one hundred (100) feet.

2. Other Contents. Tract boundary lines, rights-of way, lines of streets, street names, easements and other rights-of-way, land to be reserved or dedicated to public use, all lot lines with accurate dimensions, bearings, distances, arc lengths, central angles, tangents, and radii of all curves, building setbacks and areas of each lot in square feet.

3. Easement and Dedications. The specific purpose and restrictions of any easement of land reserved or dedicated for any use shall be indicated, and the proposed use of sites other than residential shall be noted. Floodplain delineations for the flood hazard area shall be shown on the plat as indicated on the approved preliminary plat or as directed by the township engineer.

4. Block and Lots. All block, lot and house numbers shall be approved by the township engineer and the tax assessor, and shall be related to existing block and lot numbers as shown on the official tax map of the township.

5. Monuments. Location and description of all monuments shall be shown as per the Map Filing Law.

6. Consent of Owner. Certification that the applicant is agent of owner of the land, or that the owner has given consent to file the map.

7. Approval. When approval of a plat is required by an officer or body, whether municipal, county or state, approval shall be certified on the plat.

8. Certifications. The following certifications shall appear on the final plat:

- a. I hereby verify that this map and the survey have been made under my immediate supervision and comply with the provisions of the "Map Filing Law." (Include the following, if applicable). I do further certify that the monuments as designated and shown herein have been set.

Licensed Land Surveyor (Affix Seal) Date

If monuments are to be set at a later date, the following endorsement shall be shown on the map:

