City of Clifton
Application for Subdivision Check List

Submission Requirements Applicable for all Subdivision Applications:

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Submitted</th>
<th>Not Applicable</th>
<th>Waiver Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Completed development application form</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Completed application checklist (see below)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Proof of payment of property tax (current)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Certified survey of subject property</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. 20 copies of plans showing all proposed improvements folded and collated and any supporting documents</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Application fee @ $ paid</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. Escrow fee @ $ (see escrow fee schedule)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Minimum Subdivision Plan Requirements:

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Submitted</th>
<th>Not Applicable</th>
<th>Waiver Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Completed Title Block containing the following information:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. City of Clifton, Passaic County, New Jersey</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. Tax map block, Lot and Sheet No.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>c. Street Address</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Name and address of applicant</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Name and address of owner(s) of record of the subject property</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Names and addresses of the professional(s) preparing plans or subdivision with signature and seal, as required</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Scale, written and graphic</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. North Arrow with reference</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. Names, addresses and block/lot numbers of all property owners within 200 feet of the subject property</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8. Show all properties on plans that are adjacent to the subject property</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9. Provide a key map showing the subject property and all properties, roads, zoning boundaries and natural features within 200 feet</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10. Date of original submission and any revisions</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11. Zone analysis chart containing bulk information for development application proposal</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12. Existing conditions, including and buildings</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

March 2005
or structures, natural features, topography, trees, utilities and any other infrastructure and/or improvements

13. Compliance with requirements of the tree mitigation ordinance

14. Project narrative describing development proposal and any variance and/or waiver requests

15. Certification of approvals for any required outside agencies or regulatory bodies

16. Signature block for Clifton planning board or board of adjustment, as appropriate

Submission Requirements For Minor Subdivisions:

1. Certified plat at a scale of not less than 1 inch equals 50 feet

2. Location of that portion which is to be subdivided in relation to the entire tract

3. All existing structures on subject property to be subdivided and within 100 feet

4. Property owner(s) names and adjacent property owner(s) names

5. Tax map, sheet, block and lot numbers

6. All streets and streams within 100 feet of proposed subdivision

7. Such other information or data as may be required by the approving authority in order to determine that the minor subdivision details are in accordance with the standards of chapter 57, Clifton City Code and are also in accordance with all other applicable municipal, county, state and federal laws, ordinances and regulations.

Submission Requirements for Preliminary Major Subdivisions:

1. Certified plat at a scale of not less than one inch equals 50 feet

2. Key map showing all properties and roads within 400 feet from the subject property to be subdivided

3. Acreage of tract to be subdivided to nearest tenth of an acre

4. Contours at 5 foot intervals for slopes averaging 10 percent or greater and 2 foot intervals for land of lesser slope

March 2005
5. Location of existing and proposed: property lines, railroads, bridges, culverts, drain pipes and any natural features such as wooded areas, rock formations, easements and rights-of-ways
   Submitted: ✔
   Not applicable: ⬜
   Waiver requested: ⬜

6. Plans of proposed utility layouts (sewers, storm drains, water, gas and electricity) showing feasible connections to existing or any proposed utility systems
   Submitted: ✔
   Not applicable: ⬜
   Waiver requested: ⬜

7. Copy of any protective covenants or deed restrictions applying to the land being subdivided
   Submitted: ⬜
   Not applicable: ⬜
   Waiver requested: ⬜

8. Such other information or data as may be required by the approving authority in order to determine that the preliminary subdivision details are in accordance with the standards of Chapter 19, Clifton Land Subdivision Ordinance and are also in Accordance with all other applicable municipal, County, state and federal laws, ordinances and Regulations
   Submitted: ✔
   Not applicable: ⬜
   Waiver requested: ⬜

Submission Requirements for Final Major Subdivisions:

1. Certified plat at a scale of not less than one inch equals 50 feet
   Submitted: ✔
   Not applicable: ⬜
   Waiver requested: ⬜

2. Plat details, including: tract boundary lines, right-of-way lines of streets, street names, easements and other rights-of-way, all lot lines and all other site lines shall have accurate dimensions, bearings or deflection angles, and radii, arcs and central angles of all curves
   Submitted: ⬜
   Not applicable: ✔
   Waiver requested: ⬜

3. The purpose of any easement to be dedicated shall be designated
   Submitted: ⬜
   Not applicable: ✔
   Waiver requested: ⬜

4. Each block and lot shall be numbered as designated by the Tax Assessor
   Submitted: ✔
   Not applicable: ⬜
   Waiver requested: ⬜

5. Provide minimum building setback lines for all proposed lots
   Submitted: ⬜
   Not applicable: ✔
   Waiver requested: ⬜

6. Names of owners of adjoining lands
   Submitted: ✔
   Not applicable: ⬜
   Waiver requested: ⬜

7. Location and description of all monuments
   Submitted: ⬜
   Not applicable: ✔
   Waiver requested: ⬜

8. Cross sections and profiles of proposed streets or portions thereof
   Submitted: ✔
   Not applicable: ⬜
   Waiver requested: ⬜

9. Contours at 5 foot intervals for slopes averaging 10 percent or greater or 2 foot intervals for land of lesser slope
   Submitted: ⬜
   Not applicable: ✔
   Waiver requested: ⬜

10. Plans and profiles of storm and sanitary sewers and water mains
    Submitted: ⬜
        Not applicable: ✔
        Waiver requested: ⬜
11. Such other information or data as may be required by the approving authority in order to determine that the final subdivision details are in accordance with the standards of Chapter 19, Clifton Land Subdivision Ordinance and are also in accordance with all other applicable municipal, county, state and federal laws, ordinances and regulations.