

Review Key:	✓ Complete
	O Incomplete
	N Not Applicable
	E Refer to Board Engineer
	W Waiver requested by Applicant
	P Refer to Planner

**TOWNSHIP OF ROXBURY
COMPLETENESS CHECKLIST
STEEP SLOPE SITE PLAN**

Applicant _____

Date _____

Project Name _____

Complete _____

Incomplete _____

COMPLIES

1. Certification of Township Tax Collector that all taxes and assessments have been paid to date

2. Copies of applications to Morris County Planning Board, Morris County Soil Conservation District, and/or NJDOT, if applicable

3. A Legibly drawn plan at a scale as per site plan or subdivision requirements and in no case smaller than on inch equals fifty feet (1"=50') and no larger than one inch equals ten feet (1'= 10') shall be submitted by a New Jersey licensed engineer, land surveyor or architect which provides sufficient on-site detail to evaluate the proposed development.

Key Map: showing the subject property and all lands with lot & block numbers within 200 feet thereof with existing streets and zone boundaries.

4. The plan should contain the following:

A. Name of Developer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. Name and Address of Owner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Name and Address of Developer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Date of Preparation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. Block and Lot(s) to be developed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F. Name & Address, signature, seal, and license number of person(s) preparing the map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5. Graphic and written scale, north arrow

6. Revision box & date of each revision

7. A listing of all property owners within 200' as disclosed by the most recent tax record

8. Any municipal limits within 200' of the development and the names of the adjoining municipalities

9. The plan shall contain, at a minimum, the following items:

a. Existing and proposed topographic information using two foot (2') contour intervals for all steep slopes and ridgelines as defined and categorized above.

b. Existing and proposed drainage patterns within one hundred feet (100') of the area of disturbances.

c. Location of proposed structures, driveways and other impervious surface.

d. Details concerning architectural design and how the proposed construction will relate to, complement and minimize adverse impacts upon the existing natural features of the lot.

e. Location of existing and/or proposed well and septic systems.

f. Soil types contained on the lot with specific reference to highly erodible soils as defined by the United States Department of Agriculture Soil Conservation Service.

g. Calculations of: (i) the area of proposed steep slope and ridgeline disturbance for each of the three slope categories specified in Section 13-7.818E, (ii) the total area within each of the three slope categories, and (iii) the percentage of the total area constituted by the proposed disturbed area for each of the three slope categories.

h. Identification of the limits of proposed areas of conservation easements required pursuant to Section 13-7.818C.2.

10. Zone Data Box showing:

A. Zone Districts

B. Required and proposed:

- 1. Area
- 2. Lot width
- 3. Height
- 4. Lot coverage
- 5. Parking requirements
- 6. Other applicable zone requirements

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

11. All existing and proposed streets within the development or within 200' of its limits

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------	--------------------------	--------------------------

12. Appropriate certification blocks. The plans shall include signature block for either the Planning Board or Zoning Board of Adjustment:

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------	--------------------------	--------------------------

APPROVED BY THE ROXBURY TOWNSHIP _____ BOARD

Board Chairperson	Date
-------------------	------

Board Secretary	Date
-----------------	------

Board Engineer	Date
----------------	------

Date

Signature of Preparer