

**EXHIBIT " A5"**

**ABSECON CITY PLANNING BOARD  
FINAL MAJOR SUBDIVISION REVIEW  
CHECKLIST**

DEVELOPMENT \_\_\_\_\_

STREET(s) \_\_\_\_\_

LOT(s) \_\_\_\_\_ BLOCK(s) \_\_\_\_\_

FOR PLANNING BOARD MEETING SCHEDULED ON \_\_\_\_\_

A Final Major Subdivision Plan is defined as any subdivision that has been granted preliminary approval containing more than three lots exclusive of the remaining lot, or involving any new street, or extension of municipal facilities.

KEY	C	Plans Comply with Ordinance
	X	Plans do not Comply (see comments)
	NA	Not Applicable
	RW	Recommend Waiver
	WR	Waiver Requested by Applicant (Applicant must provide written justification for all waivers)

**FINAL SUBMISSION REQUIREMENTS**

1. Planning Board Approval Block with:
  - a. Planning Board Engineer Signature Line \_\_\_\_\_
  - b. Chairman Signature Line \_\_\_\_\_
  - c. Secretary Signature Line \_\_\_\_\_
2. Atlantic County Approval Block \_\_\_\_\_
3. Certification of Licensed Professional Land Surveyor with signature line re: minimum survey detail requirements. \_\_\_\_\_
4. Monument Certification by licensed Professional Land Surveyor. \_\_\_\_\_
5. Monument Certification by City Clerk with signature line (if applicable). \_\_\_\_\_
6. City Engineer Certification with signature line. \_\_\_\_\_

## FINAL MAJOR SUBDIVISION CHECK LIST

7. The applicant will submit 20 copies of the subdivision and supplemental documents clearly drawn and accurately reproduced at a scale of 1" = 50' to the secretary of the appropriate board. All maps, plats and sketch plats required to be submitted by this ordinance shall conform to one of the following size configurations: eleven by seventeen (11x17) inches, twenty-four by thirty-six (24x36) inches, or thirty by forty-two (30x42) inches. \_\_\_\_\_

A copy of the plan shall also be sent to the Atlantic County Planning Board for review, comment and where appropriate for approval.

The various elements of the subdivision shall be prepared by the professionals as required in New Jersey Statute, licensed to practice the in the State of New Jersey according to the following instructions and including the following information and data.

8. Applicant must comply with all conditions of preliminary major subdivision approval as set forth in the Decision and Resolution memorized by the Planning Board. The status of each condition must be provided to the Board in writing including any modifications requested. Requests for modifications to conditions must be accompanied by a written justification for the request. \_\_\_\_\_
9. Completed Development Application, including variance section (if applicable). \_\_\_\_\_
10. Payment of application fees. \_\_\_\_\_
11. Payment of escrow fees.  
(All escrow fees including additional escrows requested by the Board Secretary, if any, must be paid prior to the final sign off of the subdivision plan.) \_\_\_\_\_
12. Proof of taxes paid. (if applicable). \_\_\_\_\_
13. Proof of public notice in accordance with NJSA 40:55D-12 (if applicable). \_\_\_\_\_
14. Final major subdivision map prepared in accordance with the NJ Map Filing Law. \_\_\_\_\_

Final submission plans shall be drawn in ink on translucent tracing cloth or its equivalent and shall comply with all provisions of the Map Filing Law, N.J.S.A. 46:23-9.9 et seq. The final plan shall show or be accompanied by information and those details specified in the aforementioned New Jersey Map Filing Law including the following:

- A. The date, location and name of the subdivision, name of the owners, graphic scale and reference meridian. \_\_\_\_\_

## FINAL MAJOR SUBDIVISION CHECK LIST

- B. Tract boundary lines, right-of-way lines of street names, easements and other right-of-way, land to be reserved or dedicated to public use, lot lines and other site lines, all with accurate dimensions, bearings or deflection angles, and the radii, arcs and central angles of all curves. Distances and bearings shall be on North American Datum of 1927 or North American Datum of 1983, as specified by the engineer. \_\_\_\_\_
- C. The purpose of any easement or land reserved or dedicated to public use shall be designated, and the proposed use of sites other than residential shall be noted. \_\_\_\_\_
- D. All natural and artificial watercourses, streams, shorelines, water boundaries and encroachment lines shall be shown. Final stormwater outfalls in retention basins or other receiving bodies of water shall be identified by coordinates based on the datum specified in Subsection B above. \_\_\_\_\_
- E. Each block shall be numbered, and the lots within each block shall be numbered consecutively, beginning with Number 1. \_\_\_\_\_
- F. Minimum building setback lines on all lots and other sites. \_\_\_\_\_
- G. The location and description of all monuments. \_\_\_\_\_
- H. The names of owners of adjoining land parcels. \_\_\_\_\_
- I. Certification by a licensed land surveyor as to the accuracy of details of the plan. \_\_\_\_\_
- J. Certification that the applicant is the owner of equitable owner of the land or a representative thereof or that the owner has given consent under an option agreement. \_\_\_\_\_
- K. An updated certification from the Tax Collector that there are no delinquent taxes charged to the property involved in the subdivision. \_\_\_\_\_
- L. The preliminary subdivision engineering details, cross sections and profiles of streets and plan and profiles of storm drainage systems, approved by the engineer, shall be required to accompany the final plan with all conditions of preliminary approval met and reviewed by the engineer prior to final plan submission. \_\_\_\_\_
- M. Plans and profiles of sanitary sewers and water mains will be required to accompany the final plan. \_\_\_\_\_

## FINAL MAJOR SUBDIVISION CHECK LIST

- N. Approval certification by an officer or body of the municipality, county or state, approval shall be on the plan prior to its filing in the office of the Board Secretary (if applicable). \_\_\_\_\_
  
- O. All approvals and permits from other agencies having jurisdiction. \_\_\_\_\_
  
- 15. The final plan shall include all of the information required for the preliminary submission and shall additionally incorporate all changes or modifications required by the Planning Board, including conditions of preliminary approval. The plan shall be accompanied by the following:
  - A. A letter from the applicant stating that no changes other than those noted on the plan have occurred. \_\_\_\_\_
  
  - B. A letter from the City Engineer indicating that the applicant has completed the installation of all improvements in accordance with the requirements of the approved plans or posted with the City Clerk a performance guaranty in the amount sufficient to cover the cost of all improvements required as estimated by the applicant's engineer and approved by the City Engineer. \_\_\_\_\_
  
  - C. A letter from the Fire Department signed by the Chief stating that waterlines and fire hydrants are adequate for fire protection. \_\_\_\_\_
  
  - D. A letter from the Board Secretary indicating the amount, form and content of the maintenance guaranty accepted by City Council and that fees estimated by the City Engineer required for construction inspection costs other than those relating to building permit have been paid. \_\_\_\_\_
  
- 16. Payment of inspection fees. \_\_\_\_\_
  
- 17. Status of permits and approvals by other reviewing agencies having jurisdiction. \_\_\_\_\_
  
- 18. Additional comments. \_\_\_\_\_