

**TOWNSHIP OF**  **LIVINGSTON**

357 South Livingston Avenue • Livingston, New Jersey 07039  
Office 973-535-7954 – Fax 973-992-1016

**APPLICATION FOR APPROVAL OF A FINAL SUBDIVISION PLAT**

**TO BE COMPLETED AND RETURNED TO THE PLANNING DEPARTMENT**

1. Fifteen (15) copies of a plat prepared in accordance with Section 170-61 of the Land Use Ordinance
2. The original tracing of the Final Plat
3. Three (3) copies (with original signatures) of the completed Application for Review of the Final Plot of a Manor Subdivision
4. Three (3) copies of the completed Checklist of Final Plat Details
5. Certification from the Tax Collector that no taxes or assessments for local improvements are due or delinquent
6. List of the names and addresses of persons having 10% interest or more in the applicant corporation or partnership (if applicable)
7. Fee as required by Ordinance (\$500.00 plus \$50.00 per lot)
8. Technical Review Escrow Deposit as required by Ordinance: \$1,000

- NOTE: TEN (10) COPIES OF THE ABOVE MUST BE SUBMITTED TO THE LIVINGSTON BUSINESS IMPROVEMENT DISTRICT ("BID") ARCHITECTURAL REVIEW BOARD CONCURRENT WITH SUBMISSION TO THE PLANNING DEPARTMENT. THE BID SUBMISSION MUST BE MADE THROUGH:

Beth Lippman  
Executive Director  
154 South Livingston Avenue  
Suite 207  
Livingston, NJ 07039

2. Certification from Tax Collector that no taxes or assessments for local improvements are due or delinquent
3. Fee as required by Ordinance: Preliminary Site Plan: \$500 plus \$100 per acre of lot (or fraction), plus \$25 per 1,000 sq.ft. of building area. Any site plan involving residential development \$500 for each acre, plus \$50 for each housing unit proposed.

Final site plan: 75% of the fee required for preliminary site plan.

4. Technical Review Escrow Deposit as required by Ordinance: \$1,000

**ATTACHMENTS:**

Site Plan Application Form  
Site Plan Checklist  
Request for Certification of Taxes and Assessments  
Request for Certified List of Property Owners within 200'  
BID Façade Matrix  
EIS Waiver Form  
Chapter 10 – Environmental Protection  
Planning Board Rules of Procedure  
Planning Board Model Conditions of Approval

TOWNSHIP OF LIVINGSTON - DEPARTMENT OF PLANNING AND BUILDING

LAND DEVELOPMENT STANDARDS - FINAL SUBDIVISION PLAT

Section 16-67 (d): "The final plat shall be drawn in ink on tracing cloth or mylar at a scale of not more than 50 feet to the inch and shall be in compliance with all provisions of R.S.46:23-9.9 et seq."

FINAL PLAT DETAILS

SHOWN	NOT SHOWN	
		1. A key map showing the entire subdivision and its relation to surrounding areas within 500 feet of the extreme limits thereof.
		2. The proposed name of the subdivision. The name shall not duplicate, be the same in spelling or alike in pronunciation with any other recorded subdivision, except that plats of portions of a larger subdivision may bear the same name if the several portions are consecutively numbered by section.
		3. The name and addresses of the person who prepared the plat, the date of its preparation, the scale thereof, and the North point.
		4. The tax map block and lot numbers.
		5. The zoning district within which the subdivision is located.
		6. Names and addresses of the record owner along with certification that the applicant is the owner of the land or his authorized agent, or that the owner has given consent under an option agreement, giving names and addresses of both. If the applicant is a corporation or a partnership the application form shall list the names and addresses of all stockholders or individual partners owning at least 10% of its stock of any class or at least 10% of the interest in the partnership as the case may be.
		7. The names of adjacent subdivisions, if any, and of the owners of adjoining parcels of unsubdivided land.
		8. The acreage of the tract to be subdivided to the nearest tenth of an acre.
		9. Certification from the Tax Collector that no taxes or assessments for local improvements are due or delinquent on the subject property.
		10. Existing contours with intervals of not more than 5 feet where the slope is greater than 10 per cent, and not more than 2 feet where the slope is less than 10 per cent. Elevations are to be based on sea level datum. Inquiry respecting such datum shall first be made at the office of the Township Engineer.
		11. The location of and principal dimensions for all proposed streets, sidewalks, alleys, rights-of-way, easements, lot lines, drainage rights-of-way, and areas reserved for public use.
		12. Plans for utility systems such as water, gas, storm water and sanitary sewers, telephone and electricity if underground, and showing location of poles where telephone and electric service is overhead. Connections to existing or proposed utility systems should be shown.

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|  | 13. | Plans and profiles of all proposed streets and sidewalks within the subdivision and profiles of existing or future continuing streets, a minimum distance of 200 feet beyond the subdivision boundaries. The central angle of all arcs and curves along all street lines shall be shown  |
|  | 14. | A copy of any protective covenants or deed restrictions applying to land being subdivided.   |
|  | 15. | A soil erosion and sediment control plan, if required in accordance with R.S.4:24-39 et seq. Said plan shall be submitted to the soil conservation district in accordance with said statute and approval of the application shall be conditioned upon certification of the soil erosion and sediment control plan by the district.   |
|  | 16. | Map showing the entire drainage area and the drainage area contributing to each pertinent drainage structure along with the drainage tabulation sheets showing calculations for each drainage area. Each drainage area shall be marked for identification purposes.  |
|  | 17. | The location, widths and names of existing or platted streets, railroad rights-of-way, permanent buildings, easements, watercourses, bridges, culverts, and school park and playground sites.  |
|  | 18. | A statement setting forth: <ul style="list-style-type: none"> <li>(i) The proposed use of lots stating the type of residential buildings with the number of proposed dwelling units;</li> <li>(ii) Type of business or industry, so as to reveal the effect of the development on traffic, fire hazards or congestion of population;</li> <li>(iii) Source of water supply;</li> <li>(iv) Provisions for sewage disposal, drainage and flood control.</li> </ul>   |
|  | 19. | Minimum building setback lines on all lots.  |
|  | 20. | Location and description of all monuments.   |
|  | 21. | Certification by Engineer and Surveyor as to accuracy of details on plat.  |
|  | 22. | When approval of a plat is required by an officer or body of the Township, County or State, approval shall be certified on the plat.   |
|  | 23. | A statement from the Township Engineer that he is in receipt of a map showing all utilities in exact location and elevation identifying those portions already installed and those to be installed, and that the developer has installed all improvements in accordance with the requirements of these regulations, or a statement by the Township Clerk that proper performance guarantees have been posted with the Township Council. Said performance guarantees shall be based on a detailed written estimate prepared by the Township Engineer showing the estimated cost of installation of all required improvements. |
|  | 24. | A key map showing the proposed Final plat and its relation to surrounding areas within 500 feet of the extreme limits thereof.   |

TOWNSHIP OF LIVINGSTON - DEPARTMENT OF PLANNING AND BUILDING  
APPLICATION FOR REVIEW OF THE FINAL PLAT OF A MAJOR SUBDIVISION

APPLICATION NUMBER \_\_\_\_\_

APPLICANT \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_

OWNER \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_

ATTORNEY REPRESENTING APPLICANT \_\_\_\_\_

ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_

NAME OF THE PERSON PREPARING THE PLAT \_\_\_\_\_

ADDRESS \_\_\_\_\_

PROPERTY LOCATION \_\_\_\_\_

BLOCK \_\_\_\_\_ LOT(S) \_\_\_\_\_ ZONE \_\_\_\_\_

NAME OF SUBDIVISION \_\_\_\_\_

DATE OF PRELIMINARY PLAT APPROVAL \_\_\_\_\_

PRELIMINARY PLAT APPLICATION NUMBER \_\_\_\_\_

LOTS INCLUDED IN THIS APPLICATION FOR FINAL APPROVAL (Use lot numbers from preliminary plat) \_\_\_\_\_

DOES THE FINAL PLAT EXACTLY FOLLOW THE PRELIMINARY PLAT IN ALL REGARDS \_\_\_\_\_

IF NOT, LIST ANY CHANGES \_\_\_\_\_

I hereby affirm that all of the above statements and the statements contained in the papers submitted herewith are true.

I hereby affirm that I am the owner of the premises involved in this application and that I consent to the filing of the application.

\_\_\_\_\_  
SIGNATURE OF APPLICANT DATE

\_\_\_\_\_  
SIGNATURE OF OWNER DATE

Explanation of any items not shown:

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I hereby certify that the information contained in this document is true and correct to the best of my knowledge.

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Signature and seal of the person preparing the plan