

TOWNSHIP OF



LIVINGSTON

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

**APPLICATION FOR APPROVAL
Minor /Preliminary /Final Site Plan**

REQUIRED TO BE SUBMITTED

1. Fifteen (15) collated sets of the following:

- Completed Application (with original signatures) for Review of a Site Plan
- Completed Checklist of Preliminary Site Plan Details, with original signature and Seal
- Site Plan prepared in accordance with Section 170-61 of the Land Use Ordinance
- Storm-water Management Plan
- Tree Removal Plan and Tree Replacement Plan in accordance with Section 170-53 of the Land Use Ordinance
- List of names and addresses of persons having 10% interest or more in the applicant corporation or partnership
- Statement of Compliance with requirements of Residential Site Improvement Standards (RSIS), if applicable
- Any other reports or documents submitted in support of the application
- Environmental Impact Statement, prepared in accordance with Section 130 et seq. of the General Ordinances, or completed Request for Waiver of Environmental Impact Statement submission.

PLEASE NOTE: TEN (10) SETS OF ALL DOCUMENTS MUST ALSO BE SUBMITTED DIRECTLY TO THE LIVINGSTON ENVIRONMENTAL COMMISSION (“LEC”) CONCURRENT WITH SUBMISSION TO THE PLANNING DEPARTMENT. THE LEC SUBMISSION MUST BE MADE THROUGH:

Livingston Environmental Commission
c/o Jackie Hollis – Livingston Township Planning Dept
357 South Livingston Avenue
Livingston, NJ 07039

- NOTE: THREE (3) 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

Note: While the Township of Livingston regulations require only 15 sets of plans to be filed in connection with a site plan application, it is recommended that 25 sets be filed with the original application to enable the quickest possible review time by other Township agencies.

TOWNSHIP OF LIVINGSTON



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APPLICATION FOR REVIEW OF A SITE PLAN

() Minor () Preliminary Approval () Final Approval () Preliminary and Final Approval

APPLICANT _____ PHONE _____

ADDRESS _____

OWNER _____ PHONE _____

ADDRESS _____

ATTORNEY REPRESENTING APPLICANT _____

ADDRESS _____ PHONE _____

NAME OF THE PERSON PREPARING THE SITE PLAN _____

ADDRESS _____

PROPERTY LOCATION _____

BLOCK _____ LOT(S) _____ ZONE _____

LOT DIMENSIONS _____

BRIEF DESCRIPTION OF PROJECT (Indicate type of use proposed; size of structures; hours of operation; number of employees; number of parking and loading spaces; intention to sell or rent; and any other information submitted for consideration)

DOES THIS SITE PLAN COMPLY WITH ALL REQUIREMENTS OF THE ZONE? (If not, state violation, article, section and variance request and state principal points on which variance request is made) Use separate sheet if necessary.

LIST ANY LICENSES, PERMITS OR OTHER APPROVALS REQUIRED BY MUNICIPAL, COUNTY, STATE OR FEDERAL LAW AND THE STATUS OF EACH:

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 attorney for the owner of the premises involved in this application and that I consent to the filing of the application

DATE

DATE

**TOWNSHIP OF LIVINGSTON
DEPARTMENT OF PLANNING AND BUILDING**

PRELIMINARY SITE PLAN DETAILS

The preliminary site plan shall be drawn at a scale of not more than 50 feet to the inch and shall include such details as may be necessary to properly evaluate the application and determine compliance with this chapter. Any site plan involving any new building or addition thereto or any site improvements shall be drawn by a licensed New Jersey professional engineer, architect or professional planner as set forth in N.J.A.C. 13:40-7.3. Where applicable to the proposed use or construction, the following information shall be clearly shown:

SHOWN	NOT SHOWN	
		(1)The name and title of the applicant, owner and person preparing the map. 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.
		(2)A place for the signature of the Chairman and Secretary of the Planning Board.
		(3)A place for the signature of the Township Engineer.
		(4)The Township Tax Map lot and block number.
		(5)The date, scale and North sign.
		(6)The zone district in which property in question falls and zone district of adjoining property.
		(7)All existing and proposed signs and their size, nature of construction and location, and all existing proposed exterior lighting, including size, nature of construction, location, height, the area and direction of illumination and the lumen power.
		(8)Rights-of-way, easements and all lands to be dedicated to the township.
		(9)The entire property in question, even though only a portion of said property is involved in the site plan; provided, however, that where it is physically impossible to show the entire property on the required sheet, a key map is permitted.
		(10)All abutting streets and property lines.
		(11)An indication of the sanitary disposal system.
		(12)The area of the lot and all lot line dimensions.
		(13)The location of all existing and proposed buildings, with building setback, side line and rear yard distances.
		(14)The location of off-street parking areas, showing proposed parking, sidewalks and loading spaces, with dimensions, width of proposed access drives and aisles and traffic circulation.
		(15)Existing and proposed contours or, at the discretion of the Township Engineer, spot elevations of the property and for 100 feet outside the property at two-foot intervals when new buildings or parking areas are proposed. If only a portion of the property is being developed, contours need only be shown for said portion and 100 feet beyond.
		(16)Elevations at the corners of all proposed buildings and paved areas and at property corners if new buildings or paved areas are proposed.
		(17)Tentative building floor plans and front, rear and side building elevations, showing building materials. Said plans shall be at a scale of not less than 1/8 inch to one foot. Said plans shall be drawn by a licensed architect.
		(18)Specifications for and the location of proposed surface paving and curbing.
		(19)The location of all structures on any abutting property within 100 feet of the property in question.
		(20)Existing streams, brooks or other natural or man-made drainage facilities when pertinent to any proposed construction on the lot.

