

ANDOVER TOWSHIP LAND USE BOARD

CHECKLIST # 9 -- SITE PLAN WAIVER

Applicant: _____ **File No.** _____

Block _____ **Lot** _____

This checklist is for general reference only. Further information may be required by the reviewing authority. The following designations are to be used when completing the checklist:

✓ -- provided; NA -- not applicable; W -- waiver requested

Item No.	Application Requirements	Applicant	Board
1.	Five copies (5) of a legibly drawn plan at a scale as per site plan requirements and in no case smaller than one inch equals fifty feet (1"=50') and no larger than one inch equals ten feet (1"=10') shall be submitted which provides sufficient on-site detail to evaluate the proposed development.		
2.	Sheet Sizes; 11" x 17", 24" x 36", 30" x 42". Folded to show title block.		
3.	Narrative stating the nature and extent of construction. Narrative to include reason to grant a site plan waiver in accordance with §131-5		
4.	The plans should contain the following: (a) Name of Development (b) Name, address and phone number of Owner (c) Name, address and phone number of Applicant (d) Date of Preparation (e) Block and Lot(s) to be developed (f) Graphic and written scale, north arrow and reference meridian		
5.	Title block stating type of application, name of development, name of municipality, block and lot and street location.		
6.	Zone Data Box showing: (a) Zone Districts (b) Required and proposed: 1. Building height 2. Structure Lot coverage 3. Setbacks, front, rear and side (accessory structures as required) 4. Parking, impervious surface and any applicable zone requirements		
7.	Location of all existing structures (principal and accessory structures, driveways, parking areas, etc.) and wooded areas on, and within 200 feet of the existing tract boundaries with dimensions to existing property lines.		
8.	Location of proposed structures showing setbacks required and distances from existing and proposed property lines.		
9.	Building envelopes excluding buffers and restricted areas showing delineated setback lines for each lot based on zone requirements.		
10.	A copy of all existing protective covenants or deed restrictions affecting the property and a statement as to whether such deeds or covenants are of record. Include a copy of the original deed documents.		
11.	Copies of applications to Sussex County Planning Board, NJDEP, and/or NJDOT, if applicable.		