

MINOR SUBDIVISION CHECK LIST

Plat Requirements

1. Date
2. Applicant's name, address, phone number
3. Name and address of present owner, proof of ownership
4. Acreage of tract and the area being subdivided
5. Scale of not more than 100' to the inch
6. All existing structures within 200'
7. All wooded areas within 200'
8. Names of adjacent property owners and owners of properties across existing or proposed streets
9. Tax map sheet
10. Block numbers, lot numbers
11. North arrow
12. All existing and proposed streets or roads within or adjoining the proposed subdivision, with right-of-way widths
13. Location, size and direction of flow of all brooks, drainage structures and drainage ditches in the area to be subdivided and within 500'
14. Key map of the subdivision and relation to surrounding areas
15. All proposed lot lines and/or lot lines to be eliminated by the proposed subdivision be clearly indicated
16. Location and width of all existing and proposed utility easements in the area to be subdivided
17. Name and address of person preparing plat
18. Approval signature block
19. Additional data as may be required by Planning Board to determine classification

**BOROUGH OF FLORHAM PARK
PLANNING BOARD**

**REQUEST FOR LIST
OF PROPERTY OWNERS**

DATE: _____

NAME: _____

ADDRESS: _____

PHONE: _____

BLOCK: _____ **LOT** _____

I hereby request that the list of property owners within 200' of the above referenced property and the utilities to be noticed as part of my application

Signature: _____

Dated: _____

Fee Paid: _____

**BOROUGH OF FLORHAM PARK
PLANNING BOARD**

111 Ridgedale Avenue
Florham Park, NJ 07932
(973) 410-5300
Fax No. (973) 377-5749

CERTIFICATION:

BLOCKS: _____

LOT(S): _____

ADDRESS: _____

**PROPERTY
OWNER:** _____

The Tax Collector of the Borough of Florham Park hereby certifies that all taxes and assessments have been paid and that no taxes are due or delinquent as to the premises which are the subject of this application as of the date indicated below.

Tax Collector or Authorized Signature

Certification Date