

LAND DEVELOPMENT REVIEW

Checklist for Site Plan Exemption

Case # _____ (to be filled in by Borough)

| | | |
|------------------------|--------------------------|---------------------|
| Date _____ | <u>Review Date</u> _____ | <u>Status</u> _____ |
| Property Address _____ | _____ | _____ |
| Applicant _____ | _____ | _____ |
| Owner _____ | _____ | _____ |

| Paper Documentation | Shown | | | Remarks |
|---|-------|----|-----|---------|
| | Yes | No | N/A | |
| 1. One copy of fully and properly completed Checklist for General Information, including compliance with all items contained therein. | | | | |
| 2. Survey/map/site plan, signed and sealed, of subject property: | | | | |
| A) Survey/map of existing conditions by LS | | | | |
| B) Area map by PE, LS or RA | | | | |
| 3. Description of existing: | | | | |
| A) Occupant and use. | | | | |
| B) Number of employees. | | | | |
| C) Parking spaces provided. | | | | |
| D) Whether or not there is any exterior storage of vehicles, machinery or other equipment. | | | | |
| E) Names and quantities of any chemicals stored on site, including a legible floor plan not to exceed 11" x 17" depicting location of same. | | | | |
| 4. Description of proposed: | | | | |
| A) Occupant and use. | | | | |
| B) Number of employees. | | | | |
| C) Parking spaces provided. | | | | |
| D) Whether or not there will be any exterior storage of vehicles, machinery or other equipment. | | | | |
| E) Names and quantities of any chemicals that are to be stored on site, including a legible floor plan not to exceed 11" x 17" depicting location of same. A material data sheet (MDS) shall be provided for any such chemical. | | | | |
| 5. Zone schedule verifying compliance with all applicable zone requirements. | | | | |

SITE PLAN EXEMPTION QUESTIONNAIRE
TO BE COMPLETED BY APPLICANT(S)

DATE: _____

APPLICANT: _____

PROPERTY ADDRESS: _____

HOW MANY EMPLOYEES _____

HOW MANY FULLTIME OR
PART-TIME EMPLOYEES _____

ANY OUTSIDE STORAGE OF
VEHICLES, MACHINERY, OR
EQUIPMENT _____

HOURS OF OPERATION _____

HOW MANY DAYS A WEEK
AND WHAT DAYS _____

ANY CHEMICAL STORED
ON SITE (IF SO WHERE,
MUST PROVIDE MSDS
SHEETS) _____

HOW MANY PARKING
SPACE PROVIDED (IS
PARKING ASSIGNED) _____

ANY SIGNAGE PROPOSED
(MUST CONFORM TO
SIGN ORDINANCE AND
BUILDING PERMIT WILL
BE REQUIRED) _____

HOW WILL REFUSE BE
HANDLED/DUMPSTER LOCATION _____

APPLICANT'S SIGNATURE

NOTARIZED:

