

COMPLIANCE REPORT

Rev. 01/11

Before signing a preliminary plat, deeds or scheduling of a preconstruction meeting, THREE (3) copies of a COMPLIANCE REPORT in a three-ring leaf binder shall be submitted to the Planning Board which will demonstrate that all requirements of municipal approvals, county approvals and State Regulations are satisfied.

If you are an individual homeowner, and not being assisted by your own professional, please ask us to assist you.

The Compliance Report shall contain the following sections and information.

Section 1 Copy of Resolution adopted by the Board

Section 2 Using the numbering format of the Resolution, respond to each condition:
Provide documents, certificates, letters and identification of plan sheet numbers for each plan revision required in the Resolution. (Documents must be numbered to correspond to the number of the condition found in the Resolution)

Section 3 Provide a copy of the following documents in the Compliance Report binders. **If an item does not apply to you, state that it is not applicable and why.** in order to ensure you address each item requested:

- a) Engineer's Cost Estimate (signed and sealed)
- b) NJDOT Permits
- c) Road Opening Permit and Driveway Access Permit
- d) Approval from the Soil Conservation District (approval/no interest letter required)
- e) NJDEP permit for wetlands Permit
- f) NJDEP Stream Encroachment Permit
- g) NJDEP General Permits
- h) Other NJDEP permits, as required
- i) Approval from the Sewage Authority/TWA Permit (approval/no interest letter required)
- j) Approval of Sewer Coordinator (located in Engineering Department)
- k) Somerset County Planning Board Approval (approval/no interest letter required)
- l) Board of Health Approval (Confirming full compliance of plans with the Resolution)
- m) Fire Official and Local Fire Chief Approvals (Confirming full compliance of plans with the Resolution)
- n) Deed(s) & deed descriptions, easements descriptions - conforming to the Map Filing Law – (if applicable)
- o) Township Attorney & Board Attorney approval as to form of deed(s), include copy of deed(s) – (if applicable)
- p) Will-serve letters from the water company and gas company (approval/no interest letter required)
- q) Letter from the Finance Department confirming escrow balance is current (required w/each submission)

Section 4 Three (3) full sets of plans accompanying the Report binders (one for each Report). The signature block must be located directly above the title block in the lower right hand corner of the plans. Plans are considered folded correctly when the title block and signature block are visible without opening the plans.
Full name and title of the chairman, secretary and engineer must be lettered on the plan immediately below the signature line.

Processing Procedure

The Compliance Reports are to be submitted to the Planning Department which will direct the Reports to the Engineer and Planner. Documents that require Township Attorney and/or Board Attorney approval must be sent by the applicant directly to the appropriate attorney (contact list attached). When the professionals are satisfied that all conditions have been met, they will so advise the Planning Department. A Developer's Agreement may be required, which will be determined by the Township Engineer. The Planning Department will advise the Engineer, Chairman, Secretary and applicant that the plans are ready for signature. When the plans are signed, the Planning Department will distribute the signed plans and other documents as follows:

- 3 sets to the Engineering Department with 1 copy of the COMPLIANCE REPORT
- 1 set to the Construction Department with 1 copy to approving Resolution
- 2 sets to the Planning Department with 1 copy of the COMPLIANCE REPORT
- 3 sets to the Applicant

NOTE: If the Engineer or Planner finds that the Compliance Report is deficient, the Compliance Report will be returned for updating. UPON RECEIPT OF THE SIGNED SETS OF PLANS, EXECUTED PERFORMANCE BOND AND EXECUTED DEVELOPER'S AGREEMENT, THE APPLICANT MAY ARRANGE A PRE-CONSTRUCTION MEETING WITH THE ENGINEERING DEPT.

Compliance Report is prepared by: _____

Tel: _____

Fax: _____

CONTACT LIST

TOWNSHIP ATTORNEY:

William B. Savo, Esq.
SAVO, MAURO, CAMERINO & GRANT, PA
77 North Bridge Street
Somerville, NJ 08876
(908) 526-0707

MUNICIPAL CLERK:

Linda Doyle, RMC
Bridgewater Township
100 Commons Way
Bridgewater, NJ 08807

PLANNING BOARD ATTORNEY:

Thomas F. Collins, Jr., Esq.
VOGEL, CHAIT, COLLINS & SCHNEIDER, PC
25 Lindsley Drive, Suite 200
Morristown, NJ 07960-4454
(973) 538-3800

ZONING BOARD OF ADJUSTMENT ATTORNEY:

Lawrence A. Vastola, Esq.
VASTOLA, FACKELMAN & SULLIVAN
The Atrium At Middlesex
495 Union Avenue
PO Box 7
Middlesex, NJ 08846
(732) 560-0888

MISC. CONTACTS:

Somerset County Planning Board

20 Grove Street
PO Box 3000
Somerville, NJ 08876-1262
908/231-7021

Somerset – Union Conservation District

Somerset County 4-H Center
308 Milltown Road
Bridgewater, NJ 08807
908/526-2701

Sewer

Somerset-Raritan Valley Sewerage Authority
Polhemus Lane
PO Box 6400
Bridgewater, NJ 08807
732/469-0593

Bridgewater Township – Engineering Department
Attn: Leroy Klouser, Sewer Coordinator
700 Garretson Road, PO Box 6300
Bridgewater, NJ 08807

Water Company

New Jersey American Water
1341 North Avenue
Plainfield, NJ 07062
908/791-3477 (Developer Services)
www.njewater.com

Gas/Electric Company

PSE&G
472 Weston Canal Road
Somerset, NJ 08873
800/782-0067

PLANNING BOARD (names/titles for signature block):

- 1) Board Engineer, Thomas Forsythe, PE
- 2) Board Chairman, Alan Fross
- 3) Board Secretary, Scarlett Doyle

ZONING BOARD (names/titles for signature block):

- 1) Board Engineer, Thomas Forsythe, PE
- 2) Board Chairman, William Vornehm
- 3) Board Secretary, James Scott