

**COMPLIANCE REPORT
(NOT FOR SIMPLE VARIANCES)**

Before signing a preliminary plat, deeds or scheduling of a preconstruction meeting, TWO (2) copies of a COMPLIANCE REPORT in TWO–ring leaf binders shall be submitted to the Planning Division which will demonstrate that ALL requirements of municipal approvals, county approvals and State Regulations are satisfied. **INCOMPLETE BINDERS WILL BE KEPT, BUT APPLICANTS WILL BE INSTRUCTED TO SUPPLY THE DEFICIENT DOCUMENTS. THE BINDERS MUST CONTAIN ALL OF THE FOLLOWING SECTIONS, DOCUMENTS, APPROVALS AND INFORMATION. NO BUILDING PERMITES WILL BE ISSUED UNTIL THE BINDERS ARE COMPLETE AND THE PLANS ARE SIGNED. YOU WILL RECEIVE TWO COPIES OF THE PLANS ONCE THEY ARE SIGNED:**

- Section 1** Copy of Resolution and referenced documents 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 APPROVED documents in the Compliance Report binders. **If an item does not apply to your application, indicate not applicable (N/A)**, in order to ensure you address each item requested. Note that CURRENT documents are required, not those reports/documents that were used for the public hearing:
- a) Engineer’s Estimate of Probable Cost (signed and sealed) and proof of posting of Performance Bond
 - b) NJDOT Permits
 - c) Road Opening Permit and Driveway Access Permit
 - d) Approval from the Soil Conservation District
 - 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
 - j) Approval of Sewer Coordinator (located in Engineering Department)
 - k) Somerset County Planning Board Approval
 - l) Board of Health Approval (Confirming full compliance of plans with the Resolution)
 - m) Fire Official Approval
 - 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
 - q) Letter from the Finance Department confirming escrow balance is current (required w/each submission)
 - r) Developer’s Agreement (executed)
 - s) Copies of checks demonstrating posting of performance bonds, inspection fees and contributions (if applicable).
- Section 4** Two (2) 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.

Processing Procedure

Compliance Reports are to be submitted to the Planning Department, which will then be directed to the Engineer and Planner. Documents that require additional approvals, (such as the Township Attorney or Fire Safety) must be sent by the applicant directly to the appropriate agencies (contact list attached). When the professionals are satisfied that all conditions have been met, they will provide a letter of approval to the Planning Department. When totally completed, the Planning Department will advise the Applicant that the plans are ready for signature. When instructed, 9 sets of plans will be provided by the Applicant for signature. After the plans are signed, the Planning Department will distribute the signed plans and other documents as follows:

- 2 sets to the Engineering Department
- 1 set to the Planning Department
- 1 set to the Tax Assessor
- 3 sets to the Zoning Officer with one (1) copy of approved Resolution
(Zoning provides two (2) sets to the Construction Department with approved Resolution)
- 2 sets to the Applicant

NOTE: UPON RECEIPT OF THE SIGNED SETS OF PLANS, THE APPLICANT MAY ARRANGE A PRE-CONSTRUCTION MEETING WITH THE ENGINEERING DEPT. NO BUILDING PERMITS SHALL BE ISSUED, NO MEETINGS WILL BE SCHEDULED AND NO CONSTRUCTION ACTIVITY OF ANY KIND MAY COMMENCE UNTIL THE PLANS HAVE BEEN SIGNED AND ELECTRONIC VERSIONS OF SIGNED PLANS (AND RECORDED PLANS AND DEEDS, IF APPLICABLE) ARE PRESENTED TO THE TOWNSHIP ENGINEER.

BRIDGEWATER TOWNSHIP
100 COMMONS WAY
BRIDGEWATER, NJ 08807

BRIDGEWATER TOWNSHIP – ATTORNEY:

Christopher Corsini, Esq.
 Savo, Schalk, Gillespie, O’Grodnick & Fisher, P.A.
 56 East Main Street, Suite 301
 Somerville, NJ 08876

908-526-0707

BRIDGEWATER TOWNSHIP –SEWER UTILITY:

William H. Burr, IV, PE
 908-725-6300 ext 5090
wburr@bridgewaternj.gov

BRIDGEWATER TOWNSHIP – MUNICIPAL CLERK:

Linda Doyle, RMC
 908-725-6300 ext 5025
bwtclerk@bridgewaternj.gov

BRIDGEWATER TOWNSHIP – FIRE SAFETY:

Thomas Scalera, Fire Official
 908-725-6300 ext 5555
fireofficial@bridgewaternj.gov

BRIDGEWATER TOWNSHIP – ENGINEER

William H. Burr, IV, PE Township Engineer
 908-725-6300 ext. 5090
wburr@bridgewaternj.gov

BRIDGEWATER TOWNSHIP – PLANNER

Scarlett Doyle, PP, Township/Board Planner
 908-725-6300 ext. 5535
sdoyle@bridgewaternj.gov

BRIDGEWATER TOWNSHIP – DEPT. OF HEALTH:

Christine Madrid, Director of Human Services
 908-725-6300 ext 5210
health@bridgewaternj.gov

PLANNING BOARD ATTORNEY:

Mark Peck, Esq.
 Florio, Perrucci, Steinhardt & Cappelli, LLC
 235 Broubalow Way
 Phillipsburg, NJ 08865
 908-454-8300

ZONING BOARD OF ADJUSTMENT ATTORNEY:

Steven K. Warner, Esq.
 VENTURA, MIESOWITZ, KEOUGH & WARNER, P.C.
 783 Springfield Avenue
 Summit, N.J. 07901
 908-277-2410

PLANNING BOARD (names/titles for signature block):

Board Engineer, William H. Burr, IV, PE
 Board Chairperson, Alan Fross
 Board Secretary, Scarlett Doyle, PP

ZONING BOARD (names/titles for signature block):

Board Engineer, William H. Burr IV, PE
 Board Chairperson, Jeffrey Foose
 Board Secretary, Dawn Guttschall

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
 50 Polhemus Lane
 Bridgewater, NJ 08807 (Mailing Address)
 732-469-0593

Water Company

New Jersey American Water
 120 Raider Road
 Hillsborough, NJ 08844
 908-431-3222
www.njewater.com

Gas/Electric Company

Public Service Electric & Gas
 40 Rock Avenue
 Plainfield, NJ 07063
 800-782-0067

Jersey Central Power & Light
 300 Madison Avenue
 Morristown, NJ 07962

FIRE DEPARTMENTS (mailing addresses):

Martinsville Fire Company
 1912 Washington Valley Road
 P.O. Box 109
 Martinsville, NJ 08836

Bradley Gardens Volunteer Fire Company
 24 Old York Road
 Bridgewater, NJ 08807

Country Hills Volunteer Fire Company
 P.O. Box 751
 Somerville, NJ 08876

Green Knoll Volunteer Fire Company
 606 North Bridge Street
 P.O. Box 6004
 Bridgewater, NJ 08807

North Branch Volunteer Fire Company
 1169 Route 28
 Somerville, NJ 08876

Finderne Fire Department
 672 East Main Street
 Bridgewater, NJ 08807