

COMBINED PRELIMINARY AND FINAL SITE PLAN CHECKLIST FOR CONDITIONAL USE

APPLICANT		ROAD NAME:		
TAX MAP SHEET/BLOCK/LOT		DATE SUBMITTED:		
NAME OF PROJECT (IF ANY)				
SIGNATURE OF APPLICANT				
	<b>TO ALL APPLICANTS: IF YOUR APPLICATION LACKS ANY OF THE REQUIRED DETAILS, CIRCLE THE ITEMS AND IN THE REMARKS COLUMN, PROVIDE AN EXPLANATION.</b>	<b>ACCESSORY APARTMENTS, HOME OFFICE, PROFESSIONAL HOME OFFICE, AND COMMUNITY RESIDENCES</b>	<b>ALL OTHERS</b>	<b>REMARKS</b>
	<b>ADMINISTRATIVE</b>			
<b>1</b>	<b>Seven (7)</b> copies of completed checklist	<b>X</b>	<b>X</b>	
<b>2</b>	<b>Seven (7)</b> copies of completed application.	<b>X</b>	<b>X</b>	
<b>3</b>	<b>Seven (7)</b> copies of paper prints of plats conforming to requirements of 132-110 and other drawings	<b>X</b>	<b>X</b>	
<b>4</b>	<b>One (1)</b> copy of the complete application, including the plat and all supporting material in electronic format in accordance with 132-116 - Requirements for submission of digital plans and applications.	<b>X</b>	<b>X</b>	
<b>5</b>	<b>Seven (7)</b> copies of Affordable Housing Plan	<b>X</b>	<b>X</b>	
<b>6</b>	<b>Sixteen (16)</b> copies of hydrogeological report and pump testing as required by 153-29 and 153-30 of Board of Health Code where construction of a well is required			
<b>7</b>	Executed Escrow Agreement	<b>X</b>	<b>X</b>	
<b>8</b>	<b>Seven (7)</b> copies Stormwater Management Plan and supporting documentation	<b>M</b>	<b>X</b>	
<b>9</b>	Certification as to D & R Canal Review Zone or that property is exempt	<b>X</b>	<b>-</b>	
<b>10</b>	Certification from Tax Collector that all taxes and assessments on the entire tract have been paid to date	<b>X</b>	<b>X</b>	
<b>11</b>	County application and fee submitted to County Planning Board (where appropriate)	<b>M</b>	<b>X</b>	
<b>12</b>	Proof of submission of application and fee to New Jersey Department of Environmental Protection for Freshwater Wetlands Letter of Interpretation or presence/absence determination	<b>X</b>	<b>X</b>	

Key:

X=Required

M=May be required due to unusual circumstances

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<b>13</b>	Written requests for individual waivers and/or variances	<b>X</b>	<b>X</b>	
<b>14</b>	Copies of any existing or proposed covenants and deed restrictions intended to cover any of the development site	<b>X</b>	<b>X</b>	
<b>15</b>	Financial disclosure statement for all persons or entities having more than 10% financial interest in the property to be developed	<b>X</b>	<b>X</b>	

	<b>PLAN REQUIREMENTS</b>			
<b>1</b>	Site plan size: 24 x 36	<b>X</b>	<b>X</b>	
<b>2</b>	Scale: Not more than 1 inch = 50 feet (written and graphic) and not less than 1 inch = 20 feet (written and graphic)	<b>X</b>	<b>X</b>	
<b>3</b>	Key Map: site, streets, zones (North Arrow to have same orientation as site plan)	<b>X</b>	<b>X</b>	
<b>4</b>	Prepared and sealed by the appropriate professional	<b>X</b>	<b>X</b>	
<b>5</b>	Based on current survey prepared by licensed New Jersey land surveyor	<b>X</b>	<b>X</b>	
<b>6</b>	Bearings in degrees, minutes and seconds	<b>X</b>	<b>X</b>	
<b>7</b>	Title block giving names of site plan, applicant(s), owner(s) and preparer	<b>X</b>	<b>X</b>	
<b>8</b>	Current Tax Map sheet, block and lot number	<b>X</b>	<b>X</b>	
<b>9</b>	North arrow with reference meridian ( same direction on all sheets)	<b>X</b>	<b>X</b>	
<b>10</b>	Date of original site plan and date and nature of each revision	<b>X</b>	<b>X</b>	
<b>11</b>	Name(s) of the owner(s) of all property within 200 feet of the property being developed as disclosed by the most recent municipal tax records & certified by the municipal tax assessor.	<b>X</b>	<b>X</b>	
<b>12</b>	All existing, proposed and required setback dimensions	<b>X</b>	<b>X</b>	
<b>13</b>	Location of existing and proposed property lines with dimensions to nearest 0.01 acre	<b>X</b>	<b>X</b>	
<b>14</b>	Acreage of tract to nearest 0.01 acre	<b>X</b>	<b>X</b>	
<b>15</b>	Contours and topography covering the property and surrounding area within 10 feet, maximum contour interval of 2 feet	<b>M</b>	<b>X</b>	

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<b>16</b>	Existing and proposed drainage facilities on tract and within 200 feet (e.g., culverts, marshes, ponds, streams and floodplains)	<b>M</b>	<b>X</b>	
<b>17</b>	Location and type of exiting and proposed easements or rights-of-way and utility structures, including ponds, drainage, sewer, water, sight rights, power, telephone and gaslines within 200 feet	<b>X</b>	<b>X</b>	
<b>18</b>	Documentation of feasibility of an adequate method of sewage disposal	<b>X</b>	<b>X</b>	
<b>19</b>	Location and line of all existing streets and roads, and areas dedicated to public use, within two hundred (200) feet	<b>X</b>	<b>X</b>	
<b>20</b>	Location of existing and proposed buildings with dimensions	<b>M</b>	<b>X</b>	
<b>21</b>	Indicate the location of all existing and proposed structures, i.e., walls, fences, culverts, bridges, roadways, etc., with grade elevations	<b>X</b>	<b>X</b>	
<b>22</b>	The distance from the property line to the nearest intersection	<b>X</b>	<b>X</b>	
<b>23</b>	Identify all means of vehicular ingress and egress to and from the site onto public streets, showing the size and location of driveways, curb cuts and curbing, sight lines and radii	<b>X</b>	<b>X</b>	
<b>24</b>	Location and design of off-street parking areas	<b>X</b>	<b>X</b>	
<b>25</b>	Location, arrangement and dimensions of truck loading and unloading platforms and docks	<b>-</b>	<b>X</b>	
<b>26</b>	Indicate provisions for refuse and garbage disposal	<b>X</b>	<b>X</b>	
<b>27</b>	Show provisions for screening storage of equipment, attached or separate from buildings	<b>-</b>	<b>X</b>	
<b>28</b>	Indicate all existing or proposed exterior lighting	<b>X</b>	<b>X</b>	
<b>29</b>	Show all existing and proposed signs and their sizes	<b>X</b>	<b>X</b>	
<b>30</b>	Indicate locations, dimensions and construction of off-site sidewalks, on-site walks and sidewalks	<b>X</b>	<b>X</b>	
<b>31</b>	Show proposed screening, green areas, landscaping and fencing, including a planting plan and schedule	<b>M</b>	<b>X</b>	
<b>32</b>	Show improvements to adjoining streets and roads and traffic control devices necessary in streets or highways	<b>M</b>	<b>X</b>	
<b>33</b>	Submit elevations, sketches, renderings or pictures of any new buildings or structures	<b>X</b>	<b>X</b>	

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34	Show fire service lines, hydrants, siamese connections, automatic sprinkler systems, fire zones, no-parking fire zones and pavement and wall signs	X	X	
35	Complete construction plans (plans, profiles and cross sections at fifty-foot intervals and details) for all improvements, including roads, fences, drainage, water, sewer and surface water management facilities	M	X	
36	Lot grading plans	M	X	
37	Location of natural features to be preserved	X	X	
38	Soil erosion and sediment control plan in accordance with Chapter 103, Soil Erosion	M	X	
39	Calculations demonstrating the adequacy of existing and/or proposed drainage and/or surface water management facilities	M	X	
40	Steep slopes	X	X	
41	Delineation of floodplain zone as required by 132-115(E)	X	X	
42	Completed Constrained Area Maximum Tract Yield Calculation Form to be shown on site plan	X	X	
43	Depiction of freshwater wetlands within 150' of the property	X	X	
44	Depiction of Category One streams and tributaries within 300' of the property	X	X	
45	Depiction of septic systems and wells within 100' of the property	X	X	
46	Street Address of each property shall be indicated on all plats	X	X	

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