

HOPE TOWNSHIP PLANNING BOARD-ALL APPLICATIONS

Planning Board Secretary-Alfia Schemm 459-5011 Municipal Building

Applications, Plats, Fees and Deposits must be submitted to the Planning Board Secretary or Municipal Clerk **at least 17 days prior** to a Planning Board Meeting, which meets on the 1st Monday of each month. They must be in the Municipal offices by 12:00 noon.

Submit 13 copies of the application and 18 copies of the plats. **All plats must be folded not rolled.**

All subsequent revised plats must also be submitted 17 days before the meeting at which they are to be discussed.

When plats are submitted to the Warren County Planning Board, 3 copies must be submitted. Call the County Planning Board for submission instructions.

Legal Notices for public hearings should be submitted by the Applicant to the Board's Official Newspaper. The legal notice is to be published at least 10 days prior to the hearing date.

Official assignment of new lot numbers for subdivision is done by the Tax Assessor, Rich Motyka. He is at the Municipal Building on Tuesdays, 5:00to 7:00p.m. 459-5011. The Tax Assessor also will provide you with a certified list of property owners, which will be utilized to provide notice to the adjacent property owners within 200 feet, of your property, and also utilities. Forms for these purposes are included in this packet.

The Tax Collector is at the Municipal Building on Tuesdays and Thursdays, 5:30 p.m. to 7:30 p.m. 459-5011. A form is included to be completed by the Tax Collector.

A complete application submission also needs to be sent to the Hope Township Fire Department, with the enclosed form, for their review.

APPLICATION - PLANNING BOARD - TOWNSHIP OF HOPE

Application # _____

Date _____

Fee _____

E. GENERAL INFORMATION

A. Applicant: Name _____
Street address _____
Municipality _____
Telephone _____

B. Applicant status: Individual(s) (); Partnership (); Purchaser ();
Other () Specify _____

C. If Applicant is a Partnership or Corporation, attach a list of the names and addresses of persons having a 10% interest or more in said Partnership or Corporation. Check here if list is attached ().

D. Applicant relationship to property: Owner (); Lessee (); Purchaser ();
Under contract (); Other () Specify _____

E. Property Owner (if other than Applicant):
Name _____
Street address _____
Municipality _____
Telephone _____

F. Surveyor/Engineer:
Name _____
Street address _____
Municipality _____
Telephone _____

G. Attorney: Name _____
Street address _____
Municipality _____

2. TYPE OF APPLICATION

Minor Subdivision (<input type="checkbox"/>)	Large Lot-final (<input type="checkbox"/>)
Major Subdivision-preliminary (<input type="checkbox"/>)	Site Plan-preliminary (<input type="checkbox"/>)
Major Subdivision-final (<input type="checkbox"/>)	Site Plan-final (<input type="checkbox"/>)
Large Lot-preliminary (<input type="checkbox"/>)	Variance (<input type="checkbox"/>)

3. PROPERTY DATA

A. Street address _____
B. Block number _____ Lot number(s) _____

cont.

- C. The location of the property is approximately _____ feet from the intersection of _____ and _____.
- D. Existing use _____.
- E. Proposed use _____.
- F. Zone district _____.
- G. Acreage of entire tract _____.
- H. Proposed number of lots _____.
- I. Is the property located on a County of Warren roadway? Yes (), No ().
- J.. Is the property located within 200' of a Municipal boundary? Yes (), No ().
- K. Was this property subject to a prior subdivision? Yes (), No ().
If so, attach information listing dates of actions including any Minutes and/or Resolutions. Check here if such information is attached ().
- L. Is the property subject to any existing or proposed Deed Restrictions, Easements, Rights of Way or other Dedication? Yes (), No ().

4. DEVELOPMENT PROPOSAL

A. Improvements: Describe all on-site and off tract roadway, water, sewer, drainage, grading and other related improvements required.

5. SUBMISSIONS

List all maps, plats, sketches and other exhibits accompanying this application.

<u>Description</u>	<u>Date Prepared</u>	<u>Prepared by</u>

6. VARIANCES

Describe any proposed variances requested; detailing the location (proposed block and lot) and the specific section(s) of the Zoning Code of the Township of Hope from which relief is sought.

7. VERIFICATION AND AUTHORIZATION:

I hereby certify that the statements and information contained herein and attached hereto are true and correct.

Applicant

Date

I hereby authorize the applicant referenced herein to submit the subject application and to proceed for approval of same.

Property Owner(s)

Date

**TOWNSHIP OF HOPE CODE
LAND USE PROCEDURES
FEE SCHEDULE**

17-3.5 Fees, Deposits and Inspections

- a. *Filing and Escrow Deposit Fees.* Said filing fees and escrow deposits are to be paid at the time an application is filed to cover normal services required for processing all applications for development and to reimburse the Township for costs of engineering, planning and legal and other technical and professional reviews, researches, reports and testimony as are deemed necessary by the municipal agency in order to assure compliance with State and Township laws, ordinances, rules and regulations to be paid at the time of the filing of the application, provided, however, that in the event the administration of an application to the Board of Adjustment continues for more than one (1) meeting, the applicant shall post an additional review deposit escrow in the amount of two hundred fifty (\$250.00) dollars for each meeting in addition to the initial meeting, which fee shall be paid at least ten (10) days prior to the second and all subsequent meetings at which the application is considered. The Board of Adjustment, for good cause shown, may waive the payment of this additional fee if it shall be determined that no additional expenses related to review of the application beyond the first meeting shall be incurred by the Township.

	Application Charge	Escrow Account
1. Subdivisions.		
(a) Minor Subdivision Plat	\$ 125.00	\$2,000.00
(b) Preliminary Major Subdivision Plat	\$ 200.00	\$700.00 per lot
(c) Final Major Subdivision Plat	\$ 150.00	\$300.00 per lot
(d) Informal Concept Subdivision Plat	\$ 75.00	\$1,000.00 (if professional review is req.)
(e) Informal Concept Discussion (Not to exceed 15 minutes) (No professional Review)	No Charge	No Charge
(f) Amended Preliminary Major or Minor Subdivision Plat	\$ 75.00	\$100.00 per lot

	Application Charge	Escrow Account
(g) Amended Final Major Subdivision Plat	\$ 75.00	\$75.00 per lot
2. Site Plans.		
(a) Minor Site Plan	\$ 125.00	\$20.00 per acre or part thereof, plus \$50.00 du in the case of residential units and/or \$0.05 per gross s.f. of building area in the case of nonresidential building.
(b) Preliminary Major Site Plan	\$ 200.00	\$1,000.00 per acre or part thereof, plus \$500.00/ du in the case of residential units and/or \$0.05 per gross s.f. of building area in the case of nonresident. building.
(c) Final Major Site Plan	\$ 200.00	\$150.00 per acre or part thereof, plus \$25.00/ du in the case of residential units and/or \$0.025 per gross s.f. of bldg area in the case of nonresidential building.
(d) Informal Concept Site Plan	\$ 100.00	\$1,000.00 (if profes. review is requested)
(e) Informal Concept Discussion (not to exceed 12 minutes— no professional review)	No Charge	No Charge

	Application Charge	Escrow Account
(f) Amended Preliminary Major and/or Final Major Site Plan	\$ 125.00	One-half (1/2) of the amount otherwise calculated for a Prelim. Major Site Plan or Final Major Site Plan, as case may be.
3. Conditional Uses; not including Required Site Plan Subdivision Review	\$ 150.00	\$ 1,000.00
<hr/>		
4. Variances.		
(a) Appeals (40:55D-70a)	\$ 125.00 \$ 250.00	\$ 750.00 Res. \$1,000.00 Non-Res.
(b) Interpretation (40:55D-70b)	\$ 125.00 \$ 250.00	\$ 750.00 Res. \$1,000.00 Non-Res.
(c) Bulk (40:55D-70c)	\$ 125.00 \$ 250.00	\$ 750.00 Res. \$1,000.00 Non-Res.
(d) Use and Others (40:55D-70d)	\$ 250.00	\$1,500.00
(e) Permit (40:55D-34 and 35)	\$ 100.00	\$500.00
5. Approval Time Extensions	\$ 100.00	\$500.00
6. Zone Change Requests	\$ 150.00	\$500.00 per acre

- b. In the event that the initial deposit made by the applicant is not sufficient to cover all technical/legal review costs of the application or during the consideration of the application it becomes evident that the review deposit which was previously waived shall be necessary, upon the request by the Township, the applicant shall make an

initial deposit or further deposit or deposits as may be necessary to cover further technical/legal review costs.

- c. *Miscellaneous Costs.* The following fees shall be paid for the services or items listed:
1. List of property owners from current tax duplicate pursuant to N.J.S.A. 40:55D-12c: twenty-five (\$0.25) cents per name or ten (\$10.00) dollars whichever is greater.
 2. Copies, duplicates or transcripts of records of proceedings furnished to an interested party pursuant to N.J.S.A. 40:55D-1 of: one dollar and fifty (\$1.50) cents for each page or original and fifty (\$0.50) cents for each page of the copies or the maximum permitted by N.J.S.A. 2A:11-15 whichever is greater.
 3. Copy of a decision furnished to any party other than the applicant or his attorney pursuant to N.J.S.A. 40:55D-10h and 40:55D-17g: ten (\$10.00) dollars.
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4. Publication of hearings or decisions of the Township Committee on an appeal pursuant to N.J.S.A. 40:55D-10 and 40:55D-17a: cost of publication.
 5. Certificate of subdivision approval pursuant to N.J.S.A. 40:55D-56: twenty five (\$25.00) dollars.
 6. Certification of deed description pursuant to N.J.S.A. 40:55D-47: twenty-five (\$25.00) dollars.
 7. Certification of preexisting use or structure pursuant to N.J.S.A. 40:55D-68: ten (\$10.00) dollars.
 8. Fees for construction permits, certificates of occupancy and signs shall be charged pursuant to the Construction Code of the Township.
 9. Fees for driveway permits shall be charged pursuant to Chapter 8 of the Revised General Ordinances of the Township.
- d. No construction or disturbance of land shall be authorized until all inspection fees have been paid to the municipality. In no case shall any paving work be done without permission from the Township Engineer. At least three (3) working days notice shall be given to the Township Engineer prior to any construction so that he or a qualified representative may be present at the time the work is to be done. Verification of said payment shall be certified to by the Chief Financial Officer of the Township. The applicant shall pay a sum not to exceed, except for

extraordinary circumstances, the greater of five hundred (\$500.00) dollars or five percent (5%) of the cost of improvements, which cost shall be determined pursuant to law. For those developments for which the reasonably anticipated fees are less than ten thousand (\$10,000.00) dollars, fees may, at the option of the applicant, be paid in two (2) installments and the initial payment deposited by the applicant shall be fifty (50%) percent of the reasonably anticipated fees. When the balance of deposit drops to ten (10%) percent of the reasonably anticipated fees because the amount deposited by the applicant has been reduced by the amount paid to the Municipal Engineer for inspection, the applicant shall deposit the remaining fifty (50%) percent of the anticipated inspection fees. For those developments for which the reasonably anticipated fees are ten thousand (\$10,000.00) dollars or greater, fees may, at the option of the applicant, be paid in four (4) installments. The initial amount deposited by the applicant shall be twenty-five (25%) percent of the reasonably anticipated fees. When the balance of deposit drops to ten (10%) percent of the reasonably anticipated fees because the amount deposited by the applicant has been reduced by the amount paid to the Municipal Engineer for inspection, the applicant shall make additional deposits of twenty-five (25%) percent of the reasonably anticipated fees. The Municipal Engineer shall not perform any inspections if sufficient funds to pay for these inspections are not on deposit.

AFFIDAVIT OF PROOF OF SERVICE
HOPE TOWNSHIP PLANNING BOARD

Application No. _____

Filing date _____

PROOF OF SERVICE OF NOTICES REQUIRED BY STATUTE MUST BE FILED AND VERIFIED WITH THE BOARD SECRETARY AT LEAST _____ DAYS PRIOR TO MEETING OR CASE WILL NOT BE HEARD.

STATE OF NEW JERSEY)
COUNTY OF _____)ss.

_____, of full age, being duly sworn according to law, deposes and says, that (s)he reside(s) at _____ in the municipality of _____, County of _____, and State of _____ that (s)he is (are) the applicant(s) in a proceeding before the Planning Board of Hope Township, New Jersey being an appeal or application under the Zoning Ordinance, and which has the Application No. _____ and relates to premises _____; that on _____ 20____, he gave written notice of the hearing on this application to each and all of the persons upon whom service must be had, in the required form and according to the attached lists, and in the manner indicated thereon.

Applicant's Signature

Sworn to and Subscribed before me
this _____ day of _____,
20____.

(NOTE TO APPLICANT: Attach list of all persons served)

TOWNSHIP OF HOPE PLANNING BOARD

NOTICE OF HEARING

TO: _____ OWNER OF PREMISES _____

PLEASE TAKE NOTICE:

That the undersigned has filed an application for development with the Planning Board of the Township of Hope so as to permit _____

on the premises located at _____ and designated as Lot _____ Block _____ on the Township Tax Map, and this notice is sent to you as an owner of peroperty in the immediate vicinity. A public hearing has been set down for _____, 20____, _____ p.m. at the Hope Township Municipal Building, Hope, N. J; and when the case is called, you may appear either in person or by agent or attorney and present any objections which you may have to the granting of the relief sought in the petition.

The following described maps and papers are on file in the office of the Municipal Clerk and are available for inspection.

This notice is sent to you by the applicant, by order of the Planning Board.

Respectfully,

This form must be completed for all subdivisions and site plans.
Mail to: Tax Collector, P. O. Box 284, Hope, N. J. 07844

TAX PAYMENT CONFIRMATION

Property owner:

Application No:

Block:

Lot:

Taxes on the above property have been paid through the
_____ quarter of 20_____

Taxes on the above property have not been paid since
_____ in the amount of \$ _____

Tax Collector

This form must be completed for all subdivisions (not needed for Final)

Mail to Tax Assessor, P. O. Box 284, Hope, N. J. 07844 along with one copy of your plat.

SUBDIVISION LOT NUMBER ASSIGNMENT

APPLICANT:

DATE:

BLOCK:

LOT:

NEW LOT NUMBERS ASSIGNED:

HOPE TOWNSHIP TAX ASSESSOR

This form must be completed for all subdivisions and site plans.
Mail to: Hope Township Fire Department, P. O. Box 170, Hope, N. J. 07844

HOPE VOLUNTEER FIRE DEPARTMENT REVIEW

Planning Board Application # _____
Lot _____ Block _____
Applicant's Name _____
Date Received _____

_____ Application has been reviewed. Conditions appear satisfactory.

_____ The following conditons should be taken into consideration.

- 1) Driveway accessibility
- 2) Structure accessibility
- 3) Availability of water
- 4) Locations of proposed sources
- 5) Other

RECOMMENDATIONS:

Reviewed by: _____ Title _____ Date _____

Please return to: Planning Board Secretary
Hope Muncipal Building
P. O. Box 284
Hope, N. J. 07844

WARREN COUNTY SOIL CONSERVATION DISTRICT

Minor Subdivision Applications

At the time of submission of application and plats to the Planning Board, applicant for a minor subdivision should contact the Warren County Soil Conservation District office for a determination as to whether a soil erosion plan should be submitted. The reply from the WCSCD office should be brought to the Planning Board meeting.

Major Subdivision Applications

At the time of submission of application and plats to the Hope Township Planning Board, applicant for a major subdivision should submit a Soil Erosion Plan to the Warren County Soil Conservation District office for their review and approval. The reply from the WCSCD office should be submitted to the Planning Board.

Warren County Soil Conservation District
Stiger Street
Hackettstown, N. J. 07840

908-852-2579 or 852-5450

WARREN COUNTY SCD

RESPONSE INSTRUCTIONS

All revised plans must be accompanied by a letter of transmittal that details, on a point-by-point basis, a response to our review letter.

If during our review period other changes are made to the plan the letter of transmittal should also detail those changes, along with a description of where they are located on the plan.

If revisions are not received within 120 days of the latest review letter, the Board may deny the plan without prejudice.

Applicants anticipating delays beyond that period of time should request, in writing, that the plan be set aside until such time as a revised plan can be submitted. Those plans denied without prejudice will require the submittal of a new certification fee in conformance with the fee schedule in effect at the time of that submittal.

All plans, revisions or new applications, must be submitted to the District no later than 10 working days prior to the next regular District meeting, to be considered at that meeting.

In those instances where a review letter indicates that insufficient fee was submitted, no further reviews will be conducted until such time as the full fee amount has been received.

Variances:

The Planning Board can hear "C" type variance requests - bulk or dimensional type variances relating to front, rear or side yard setback problems, lot size, frontage or lot depth. These applications normally relate to the narrowness or shape of the property or other physical features which uniquely affect the specific piece of property.

After the Planning Board deems application complete at the meeting, applicant will be told when to schedule the hearing. Service of the Notice may be either by personal service, handing the Notice to the individuals in question, or by Certified Mail, Return Receipt Requested, addressed to the last known address of the property owner. This Notice is required to be served or mailed at least ten days prior to the date the secretary sets for the hearing, and must be given to all owners of property, either within Hope Township or outside of Hope Township, located within 200 feet in all directions of the property which is the subject of the hearing.

When application involving the property in question is within 200 feet of an adjoining municipality, notice, either personal or Certified Mail, is required to be made to the Clerk of that municipality. Where the application involves property that is adjacent to the existing County Road or proposed road, as shown on the official County Map, or County Master Plan, or adjoins other County lands, or is within 200 feet of a municipal boundary, notice shall be made to the County Planning Board in question, again, either personally or by Certified Mail, Return Receipt Requested. On an application involving property adjacent to a N.J. State Highway, again notice, either personally or Certified Mail, Return Receipt Requested, must be made to the Commissioner of Transportation.

All addresses shall be obtained by the applicant from the current tax records of the Township of Hope or from a list of property owners prepared by the Township Tax Assessor upon the applicant's request and the payment of a fee of \$10.00. All notices given shall state the date, time and place of the hearing, the nature of the application and identify the property in question by street address, if any, and by reference to Lot and Block numbers shown on the current tax duplicate in the Municipal Tax Assessor's office.

Public notice of the hearing shall be given at least ten days prior to date of hearing by publishing notice of same in the Blairstown Press.

The applicant shall also prepare and sign before a Notary Public one copy of the Affidavit of Proof of Service of Notice as provided with application, and submit this, together with a copy of the required Notices to be sent to adjoining property owners at the hearing. In addition, at the hearing, the applicant shall submit an Affidavit of Publication of the Notice in the Blairstown Press - the affidavit can be obtained from the newspaper.

The applicant will receive a copy of the Board's memorializing resolution which sets forth in writing the Board's decision and the reasons for it following the resolution's adoption. No building or zoning permits shall be issued to the applicant, following favorable approval, until the memorializing resolution is voted upon and adopted which will normally occur at the next business meeting following the one at which a vote is taken on the application.

PLAT SPECIFICATIONS

	MINOR SITE PLAN	MINOR SUB-DIVISION	PRELIMINARY SITE PLAN	PRELIMINARY MAJOR SUB-DIVISION	FINAL SITE PLAN	FINAL MAJOR SUB-DIVISION
1. The plat to be clearly and legibly drawn at an accurate scale of not less than 1" equals 100' and shall be based on actual survey of the portion being subdivided, certified by a N.J. licensed surveyor. The remainder lot need not be based on an actual survey if the remainder lot can be further subdivided without a variance or waiver.	X	X	X	X	X	X
2. Sheet size either 15 x 21, 24 x 36, or 30 x 42.	X	X	X	X	X	X
3. Plans shall be prepared by N.J. licensed architect or N.J. licensed engineer if application involves the location of proposed buildings and their relationship to the site and the immediate environs.	X	X	X	X	X	X
4. Plans shall be prepared by N.J. licensed architect; N.J. licensed planner or N.J. licensed engineer if application involves the location of drives, parking layout, pedestrian circulation and means of ingress and egress.	X	X	X	X	X	X
5. Plans shall be prepared by N.J. licensed engineer if application involves drainage facilities for site plans of ten acres or more; or involving stormwater detention facilities; or traversed by a water course.	X	X	X	X	X	X
6. When more than one sheet is required, an index sheet of the same dimensions shall be filed showing the entire subdivision on one sheet and each separate sheet shall show references to the adjoining sheets, at a scale of not less than one" equals 200' and in compliance with the provisions of N.J.S.A. 46:23 et. seq. (Map Filing Law) as amended.	X	X	X	X	X	X
<u>GENERAL INFORMATION</u>						
7. Metes and bounds description of parcel in question based on current land survey information (on plat).	X	X	X	X	X	X
8. Property line shall be shown in degrees, minutes and seconds and feet.	X	X	X	X	X	X

Township approved 4/3/86
Revised 11/3/86

SCHEDULE "B"

CHECKLIST

	<u>MINOR SITE PLAN</u>	<u>MINOR SUB-DIVISION</u>	<u>PRELIMINARY SITE PLAN</u>	<u>PRELIMINARY MAJOR SUB-DIVISION</u>	<u>FINAL SITE PLAN</u>	<u>FINAL MAJOR SUB-DIVISION</u>
9. Key map at same scale as tax map sheet showing location of tract to be considered in relation to surrounding area. Show all zone district lines and adjoining zones within 500 ft.	X	X	X	X	X	X
10. Title block containing name of applicant, preparer, tax map sheet, lot and block numbers, date prepared, date of last amendment and zoning district.	X	X	X	X	X	X
11. Each block and lot numbered in conformity with the municipal tax map as determined by the municipal tax assessor.	X	X	X	X	X	X
12. Scale of map, both written and graphic.	X	X	X	X	X	X
13. North arrow giving reference meridian.	X	X	X	X	X	X
14. Space for signatures of Chairman and Secretary of the Municipal Agency.	X	X	X	X	X	X
15. Names, lot and block numbers of all property owners within 200 feet of subject property.	X	X	X	X	X	X
16. All existing and proposed property lines within and immediately adjoining the tract and all lot lines to be eliminated. All lot lines based on survey shall be shown to one hundredth of a foot, bearings to at least 10 seconds and curve data with radius, central angle and arc length.	X	X	X	X	X	X
17. Zoning district in which parcel is located, indicating all setbacks.	X	X	X	X	X	X
18. Lot coverage, height, floor area ratio and density, both as to required and proposed. Indicate the above both written and graphically.	X	X	X	X	X	X
19. Acreage of affected parcel to the nearest thousandth of an acre (3 decimal places).	X	X	X	X	X	X
20. Number of lots following subdivision including areas in acres if one acre or over or in square feet if under one acre.	X	X	X	X	X	X

Township approved 4/3/86
Revised 11/3/86

SCHEDULE "B"

CHECKLIST

MINOR SITE PLAN	MINOR SUB-DIVISION	PRELIMINARY SITE PLAN	PRELIMINARY MAJOR SUB-DIVISION	FINAL SITE PLAN	FINAL MAJOR SUB-DIVISION
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21. The name, address, phone number and signature of the owner, subdivider and person preparing plat. X X X X X X

22. The final plat shall show the following information:

- A. Cross-section, profiles and established grades of all streets as approved by the Township Engineer. X X X X X
- B. Plans and profiles of all storm and sanitary sewers and water mains as approved by the Township Engineer. X X X X X
- C. Location and description of all monuments as required with at least one corner of the subdivision ties into N.J. Grid Coordinate System benchmark(s) with data on the plat as to how the bearings are determined. All dimensions, angles, bearings given on the map must be referred to at least two monuments not less than 300 feet apart which shall be indicated on the map. X X X X X

NATURAL FEATURES
(Topography of the site and within 200 feet thereof)

- 23. Contours to determine the natural drainage of the land. Intervals shall be up to 10% grade-2 feet, over 10% grade-5 feet. X X X X X
- 24. Contours to determine the natural drainage of the land shall be at 10 foot intervals. X X X X X
- 25. Cliffs and rock outcroppings X X X X X
- 26. Flood plains or flood hazard areas. X X X X X
- 27. Natural and manmade watercourse, streams, shorelines and water boundaries and encroachment lines within 200 ft. of portion to be subdivided. X X X X X
- 28. Aquifer recharge areas, including safe sustained ground water yield within 200 feet. X X X X X
- 29. Wooded areas indicating predominant species and size within 200 ft. of portion to be subdivided. X X X X X

Township approved 4/3/86
Revised 11/3/86

SCHEDULE "B"

CHECKLIST

	<u>MINOR SITE PLAN</u>	<u>MINOR SUB-DIVISION</u>	<u>PRELIM-INARY SITE PLAN</u>	<u>PRELIMINARY MAJOR SUB-DIVISION</u>	<u>FINAL SITE PLAN</u>	<u>FINAL MAJOR SUB-DIVISION</u>
30. Location of trees 12 inches or more in diameter, as measured one foot above ground level, outside of wooded area, designating species of each.			X			
31. Areas in which construction is precluded due to presence of stream corridors and/or steep slopes.	X	X	X		X	
32. All existing and proposed watercourses (including lakes, ponds, aquifers, marsh areas) shall be shown and accompanied by the following:						
A. When a running stream with a drainage area of one-half square mile or greater is proposed for alteration or relocation, or when a structure or fill is proposed over, under, in or along such running stream, evidence of approval, required alterations, lack of jurisdiction, or denial of the improvements by the N.J. Div. of Water Resources shall accompany subdivision.						X
B. Cross sections and profiles of watercourses at a scale of one inch equals five ft. showing the extent of floodway and flood hazard area, top of bank, normal water level and bottom elevations at the following locations:						X
1. At 50 foot intervals for a distance of 500 ft. upstream and downstream of any proposed culvert or bridge within the subdivision and/or within 1,000 feet downstream of the subdivision.						X
2. At 50 ft. intervals for 300 ft. upstream and downstream of any point in juncture of two or more watercourses within the subdivision and/or 1,000 ft. downstream of the subdivision.						X
3. At a maximum of 500 ft. intervals but no less than two locations, along each watercourse which runs through or within 500 ft. of the subdivision.						X
4. At any point where a watercourse crosses a boundary of the subdivision.						X

Township approved 4/3/86
 Revised 11/3/86

CHECKLIST

	MINOR SITE PLAN	MINOR SUB-DIVISION	PRELIMINARY SITE PLAN	PRELIMINARY MAJOR SUB-DIVISION	FINAL SITE PLAN	FINAL MAJOR SUB-DIVISION
5. When ditches, streams, brooks or watercourses are to be altered, improved or relocated, the method of stabilizing slopes and measures to control erosion and the siltation as well as typical ditch sections and profiles shall be shown on the plat or accompany it.				X		
C. The total acreage in the drainage basin of any watercourse running through or adjacent to a subdivision in the area upstream of the subdivision.					X	
D. The total acreage in the drainage basin to the nearest downstream drainage structure and the acreage of that portion of the subdivision that drains to the structure.						X
E. The location and extent of drainage and conservation easements and stream encroachment lines.						X
F. The location, extent and water level elevation of all existing or proposed lakes or ponds within or adjacent to the subdivision.						X
G. The plans and computations for any storm drainage systems, including all existing or proposed storm sewer lines within or adjacent to the subdivision showing size and profile of the lines, direction of the flow and the location of each catch basin, inlet, manhole, culvert and headwall.						X
H. The plans and computations for any drainage system including the location and extent of any proposed dry wells, ground water recharge basins, retention basins, detention basins, flood control devices, sedimentation basins and other water conservation devices.						X
33. All areas to be disturbed by grading or construction.	X	X	X	X		
34. Location of existing structures and the shortest distances from existing and proposed property lines.	X	X	X	X	X	X
35. Location and type of existing easements or rights of way including power lines.	X	X	X	X	X	X

Township approved 4/3/86
 Revised 11/3/86

SCHEDULE "B"

CHECKLIST

	<u>MINOR SITE PLAN</u>	<u>MINOR SUB-DIVISION</u>	<u>PRELIMINARY SITE PLAN</u>	<u>PRELIMINARY MAJOR SUB-DIVISION</u>	<u>FINAL SITE PLAN</u>	<u>FINAL MAJOR SUB-DIVISION</u>
36. Location of existing railroads, bridges, culverts, drainage-pipes, water and sewer mains and other man-made installations affecting the tract.	X	X	X	X	X	X
37. Location of existing wells and septic systems within 200 ft. of new lots being created (including remainder lot unless remainder can be further subdivided.	X	X	X	X	X	X
38. When on-lot water and/or on-lot sewage disposal are proposed, the plat shall be accompanied by the results of all passing and failing percolation test(s) and soil log(s). The percolation test(s) and soil log(s) shall have been located on each proposed lot and at the proposed site, if possible, of the septic system. Appropriate additional locations in the leaching field within each site shall be accompanied by the approval of the appropriate Township and State agencies. The percolation test(s) and soil log(s) shall include all data required by Township and State agencies including, but not limited to, the date of the test(s); the location of each test shown on the plat, cross section of the soil to a depth of at least 10 ft. below finished grade, ground water level, the rate of percolation, the weather conditions prevailing at the time of the test(s) as well as the preceding 24 hours.	X	X	X	X	X	X
39. Plans and profiles of proposed utility layouts, such as sewers, storm drains, water, gas and electric, showing feasible connections to existing or proposed utility systems.			X	X	X	X
40. If service will be provided by an existing utility company, a letter from the company shall be submitted stating that service will be available before the occupancy of any proposed structures.				X	X	X
41. Location and description of monuments whether set or to be set.	X	X	X	X	X	X

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SCHEDULE "B"

CHECKLIST

	<u>MINOR SITE PLAN</u>	<u>MINOR SUB-DIVISION</u>	<u>PRELIMINARY SITE PLAN</u>	<u>PRELIMINARY MAJOR SUB-DIVISION</u>	<u>FINAL SITE PLAN</u>	<u>FINAL MAJOR SUB-DIVISION</u>
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STREETS AND ROADS

- | | | | | | | |
|-----|--|---|---|---|---|---|
| 42. | Location, names and widths of all existing and proposed streets and roads on the property and within 200 feet of the tract. | X | X | X | X | X |
| 43. | Location, names and widths of all existing and proposed streets and roads on the property and within 300 feet of the tract. | | | | X | |
| 44. | Required road dedication. | X | X | X | X | X |
| 45. | Road orientation (as it relates to energy conservation). | | | X | X | X |
| 46. | Sketch of prospective future street system of the entire tract where a preliminary plat covers only a portion thereof. | | | X | | X |
| 47. | Plans, cross-sections, center line profiles, tentative grades and details of all proposed streets and of the existing streets abutting the subdivision based on the vertical datum specified by the Township Engineer together with full information as to the disposal of surface drainage and including plans, cross-sections and profiles of curbing, sidewalks, storm and drainage structures. Typical street cross-sections shall indicate type of and width of pavement and the location of curbs, sidewalks and shade plantings. At intersection, the sight triangles, radii or curblines and street sign locations shall be clearly indicated. | | | | X | |

MISCELLANEOUS

- | | | | | | | |
|-----|--|---|---|---|---|---|
| 48. | Proposed sight easements where required. | X | X | X | X | X |
| 49. | Proposed drainage easements where required. | X | X | X | X | X |
| 50. | Natural resource inventory information including: | | | | | |
| | A. Soil types as shown by the current Soil Conservation Survey maps. | X | X | X | X | X |
| | B. Soil depth to restrictive layers of soil. | X | X | X | X | X |
| | C. Soil depth to bedrock or 10 ft. maximum. | X | X | X | X | X |
| | D. Permeability of the soil by layers. | X | X | X | X | X |

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SCHEDULE "B"

CHECKLIST

	<u>MINOR SITE PLAN</u>	<u>MINOR SUB-DIVISION</u>	<u>PRELIMINARY SITE PLAN</u>	<u>PRELIMINARY MAJOR SUB-DIVISION</u>	<u>FINAL SITE PLAN</u>	<u>FINAL MAJOR SUB-DIVISION</u>
E. Height of soil water table and type of water table.	X	X	X	X		
F. Flood plain soil (status).	X	X	X	X	X	
G. Limitation for foundation.	X	X	X	X	X	
H. Limitation for septic tank absorption field where applicable.	X	X	X	X	X	
I. Limitation for local roads and streets.	X	X	X	X		
J. Agricultural classifications.	X	X	X	X		
K. Erosion hazard.	X	X	X	X		
51. Landscaping plan including the types, quantity, size and location of all proposed plantings.			X	X		
52. Soil Erosion and Sediment Control Plan consistent with the requirements of the local soil conservation district.	X	X	X	X		
53. Design calculations showing proposed drainage facilities to be in accordance with the appropriate drainage run-off requirements.			X	X		
54. The purposes of any proposed easement of land reserved or dedicated to public or common use shall be designated and the proposed use of sites other than residential shall be noted.	X	X	X	X		
55. Any sections for which a waiver is specifically being requested and a narrative paragraph explaining why the Applicant is entitled to such waiver.	X	X	X	X	X	X
56. Lighting plan.	X		X		X	
57. Consideration for fire protection should be considered and reviewed with local Fire Department.					X	X

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