

LAND DEVELOPMENT

190 Attachment 5

Township of Allamuchy

CHECKLIST

Details Required for Preliminary Major Subdivision Plats and
Preliminary Major Site Plans
[Amended 11-14-2018 by Ord. No. 2018-23]

NOTE: See § 190-804 of the Allamuchy Township Land Development Ordinance for further details of submission requirements and procedures.

Item #	Provided	Not Relevant	Waiver Asked For	Item of Information Required by the Land Development Ordinance
1				Application Form(s) and Checklist(s) (20 copies, except as otherwise permitted under § 190-804A).
2				Application and Escrow Fees in accordance with § 190-901.
3				Plats or Plans (20 copies, except as otherwise permitted under § 190-804A.) signed and sealed by a N.J.P.L.S. or N.J.P.E., as required, and folded into eights with the Title Block revealed in accordance with § 190-804B.
4				Scale of 1 inch equals not more than 100 feet for major subdivision plats and 1 inch equals not more than 50 feet for major site plans on one of the following four standard sheet sizes (8 1/2" x 13," 15" x 21," 24" x 36," or 30" x 42"), each with a clear perimeter border at least one-inch wide [except as otherwise required under § 190-804A(3)].
5				Existing Protective Covenants, Easements and Deed Restrictions [18 copies attached to checklist, except as otherwise required under § 190-804A(3)].
6				Certification that applicant is the owner of the land or his/her properly authorized agent, or that the owner has given his/her consent under an option agreement.
7				Certification from the Township Tax Collector that all taxes and assessments are paid to date, and certification from the Township Finance Office that all escrow fees have been posted.
8				If the applicant is a partnership or a corporation, the names and addresses of all partners, or of all stockholders owning 10% or more of any class of stock of the corporation as required by N.J.S.A. 40:55D-48.1 et seq.
9				Key Map at 1 inch equals not more than 2,000 feet.

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10				Title Block in accordance with the rules governing “title blocks” for professional engineers (N.J.S.A. 45:8-36), including:
11				Name of the development, Township of Allamuchy, Warren County, N.J., with each sheet specifically titled with appropriately descriptive words;
12				Name, title, address and telephone number of subdivider or developer;
13				Name, title, address, telephone number, license number, seal and signature of the professional or professionals who prepared the plat or plan;
14				Name, title and address of the owner or owners of record;
15				Scale (written and graphic); and
16				Date of original preparation and of each subsequent revision thereof and a list of specific revisions entered on each sheet.
17				North arrow.
18				Approval signature and date lines: Chairman; Secretary of the Board; and Township Engineer.
19				Acreage figures to the nearest tenth of an acre (both with and without areas within public rights-of-way) and a computation of the area of the tract to be disturbed.
20				The name(s) and block and lot number(s) of all property owners within 200 feet of the extreme limits of the tract, as shown on the recent tax list prepared by the Township Tax Assessor.
21				Existing tax sheet number(s) and existing block and lot number(s) of the lot(s) to be subdivided or developed, as they appear on the Township Tax Map, and proposed block and lot number(s), as provided by the Township Tax Assessor upon written request.
22				Tract boundary line (heavy solid line), any existing and proposed subdivision or property line(s) within the tract (with bearings and distances), and the number of existing and proposed lots.
23				Zoning district(s) affecting the tract, including district names and all area and bulk requirements, with a comparison to the proposed development, and all zoning district(s) within 200 feet of the tract.

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24				The location of man-made and natural features such as bridges, treed areas, high points, rock outcroppings, karsts, marshes and depressions, and all "critical areas" as defined by ordinance, both within the tract and within 100 feet of its boundaries.
25				The existing treed area, the proposed "limits of disturbance," and a tree survey showing the location and species of all existing individual trees or groups of trees having a caliper of six inches or more measured three feet above the ground level within the portion(s) of the tract to be disturbed and within 30 feet of the area to be disturbed as a result of the proposed development, indicating which trees are to remain and which are to be removed.
26				A Landscape Plan showing the proposed location of all proposed plantings, screening and buffering in relationship to the existing vegetation to be retained, a legend listing the botanical and common names, the sizes at the time of planting, a planting schedule, method of irrigation, the total quantity of each plant, and the location of each plant keyed to the plat/plan.
27				If the proposed lot(s) is (are) not served by a sanitary sewer, date of approval by the County Health Department of site evaluation tests, certified by a licensed professional engineer, indicating that the proposed lot(s) can adequately accommodate a septic system. The location(s) of the test hole(s) and boring(s), soil logs, proposed location of the septic disposal areas, test results, soil types, percolation rates and compliance with the Individual Sewage Disposal Code of New Jersey or applicable County Health Department ordinances, whichever may be more restrictive, shall be shown on the plat and certified by a licensed professional engineer.
28				All existing and proposed watercourses within the tract and within 200 feet of the tract shall be shown and be accompanied by the following information:
29				When a stream is proposed for alteration, improvement or relocation or where a drainage structure or fill is proposed over, under, in or along a running stream, a report on the status of review by the State Department of Environmental Protection, Division of Water Resources, shall accompany the submission;

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30				Cross sections of water courses and/or drainage swales at an approximate scale showing the extent of the floodplain, top of bank, normal water levels and bottom elevations at the locations required by the Township Engineer;
31				The location and extent of drainage and conservation easements and stream encroachment lines; and
32				The location, size, direction of flow and the type of adequate drainage provisions to reasonably reduce and minimize exposure to flood damage.
33				Existing and proposed contours as required by ordinance.
34				Proposals for soil erosion and sediment control as required by N.J.S.A. 4:24-39 et seq., and in accordance with the Warren County Soil Conservation District.
35				Locations of all existing structures and their uses, both within the tract and within 100 feet of its boundary, showing their numerical dimensions, existing and proposed front, rear and side yard setback distances and an indication of whether the existing structures and uses will be retained or removed.
36				Size, height and location of all proposed buildings (including grades), structures, signs and fences, including details for any signs, fences and trash enclosures.
37				All dimensions necessary to confirm conformity to the ordinance, such as the size of the tract and any proposed lot(s), setbacks, structure heights, yards and building and lot coverages. All tract and lot sizes shall be expressed in acres and square feet and shall include bearings and distances.
38				The proposed location, height, direction of illumination, power and type of proposed outdoor lighting, including details of lighting poles, luminaries and the hours and time of lighting.
39				Existing and proposed street and lot layout, with dimensions correct to scale, showing that portion proposed for development in relation to the entire tract, and existing lot lines to be eliminated.
40				The location and design of any off-street parking or loading area, showing size and location of bays, aisles and barriers, curbing and paving specifications.

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41				All means of vehicular access and egress to and from the site onto public streets, showing the size and the location of driveways, sidewalks, fire lanes and curb cuts, including the possible utilization of traffic signals, channelization, acceleration and deceleration lanes, sight triangle easements, additional width and other proposed devices necessary to prevent a difficult traffic situation.
42				The application shall include plans and computations for any storm drainage system, including the following, as may be required by the Township Engineer:
43				All existing or proposed storm sewer lines within or adjacent to the tract, showing profile, size and slope of the lines, direction of flow and the location of each catch basin, inlet, underground field drain, manhole, culvert, headwall and utility lines including pipe size and grades;
44				A map drawn to scale showing the contributing area to each inlet or cross drain;
45				A weighted runoff coefficient for each drainage area shall be determined for use in the computations; and
46				A report by the design engineer containing the criteria used, alternates considered, reasons for selection and design calculations.
47				The location and size of existing structures such valves, hydrants, utility structures, gas transmission lines and high tension power lines on the tract and within 200 feet of its boundaries.
48				Plans, profiles and details of proposed improvements and utility layouts and feasible connections to gas, telephone and electrical utility systems, as required.
49				Plans, typical cross sections and construction details, horizontal and vertical alignments of the centerline of all proposed streets and of all existing streets abutting the tract, including street names as required by ordinance.
50				Any protective covenants or deed restrictions applying to the land being developed shall be submitted with the application and/or indicated on the submitted plat or plan.

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51				The names, location and width of all existing and proposed easements and rights-of-way, the use(s) for which they are intended to be limited, the manner in which the easements will be controlled, and to whom they are granted.
52				The proposed permanent monuments shall be shown in accordance with the Map Filing Law, N.J.S.A. 46:23-9.9.
53				An Environmental Impact Statement if required in accordance with § 190-804C of this ordinance.
54				A Traffic Impact Statement if required in accordance with § 190-804D of this ordinance.
55				A copy of a request for a Letter of Interpretation (LOI) from the New Jersey State Department of Environmental Protection as to any delineated wetlands and, where received, a copy of the LOI.
56				Where proposed, the location of temporary construction trailers, temporary sales trailers or centers, models, and/or temporary signs.
57				Concerning site plans only, the proposed use and operations of the buildings, the proposed number of shifts to be worked, the maximum number of employees on each shift, and the hours of operation open to public use.
58				Concerning major site plans only, typical floor plans and signed and sealed, scaled architectural elevations as required by ordinance.
59				Concerning cellular antennas for telephone, radio, paging and/or television communication uses only, a colored propagation map(s) no larger than 11” by 17” in size and all additional submission details and documents as required in § 190-601B.
60				A list of all known licenses, permits and other forms of approval required by law for the development and operation of the proposed project. The list shall include approvals required by the Township, as well as agencies of county, state and federal government. Where approvals have been granted, copies of said approvals shall be attached. Where approvals are pending, a note shall be made to that effect.

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61				Plans and typical cross sections and details of any retaining walls showing the height of the walls, the elevation at the top and bottom of each wall, the materials to be used, a cross section of the wall, any proposed plantings, any proposed safety barriers, and calculations of anticipated earth and hydrostatic pressures and surcharges.
62				An Earthwork Analysis in accordance with § 190-509C of this ordinance.
63				Where required by either § 190-509C or 190-804C of this ordinance, a Geotechnical Investigation Report, which shall include the corresponding checklist attached to this ordinance and all information required therein unless otherwise waived in accordance with § 190-804E(1) of this ordinance.
64				A section or phasing plan, if proposed, indicating the proposed phasing of the tract to be considered at final approval and the relationship of each section or phase to all applicable zoning requirements, such as parking spaces, building coverage, lot coverage, open space areas and number of lots.
65				A compact disk containing the information and in the format specified in § 190-804A(1)(c) of this ordinance.
66				Where any clearing and/or construction of public improvements is proposed to commence prior to final approval, a written statement from the applicant indicating this intent and his acknowledgement of the requirements of § 190-902 and, if the development is phased, the location of clearing or construction areas. The following information also is required:
67				A letter from the developer indicating that he/she shall be proceeding with construction based upon a preliminary approval only at his/her own risk and that he/she acknowledges that there are no assurances that the improvements installed will be granted final approval;
68				A separate plan depicting the areas within the site where construction shall be performed prior to final approval, including clearing and grading limits, and a summary of the improvements proposed to be constructed prior to final approval;

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69				A separate plan depicting soil erosion and sediment control measures, which shall be implemented prior to final approval, the location of topsoil and material stockpiles and construction staging areas, and measures to protect existing trees and vegetation along clearing limits; and
70				If clearing and grading are proposed beyond the right-of-way line on a proposed lot prior to final approval, a written explanation setting forth the reasons for such clearing prior to final approval and grading plan approval for the subject lot(s).
71				Major development stormwater summary sheet shall be submitted when a stormwater management basin is proposed on a project.
72				Referral to the Warren County Mosquito Control Commission on such applications as may be deemed appropriate by the Board Engineer that affects the health and safety of citizens of Allamuchy Township regarding mosquitos and mosquito infestation.

NOTE: The Board reserves the right to require additional information before granting preliminary approval when unique circumstances affect the tract and/or when the application for development poses special problems for the tract and surrounding area; provided, however, that no application shall be declared incomplete for the lack of such additional information.

SIGNATURE AND TITLE OF PERSON WHO PREPARED CHECKLIST

DATE