

LAND USE AND DEVELOPMENT

300 Attachment 6

Form 5

Preliminary Site Plan
Details and Requirements

[Amended 12-21-2010 by Ord. No. 1507; 11-1-2011 by Ord. No. 1530]

Applicant's Name _____

Application # _____ Date Received _____

NOTE: All applications for site plan approval shall be prepared, signed and sealed by a New Jersey professional engineer. They shall bear the signature and the seal of a licensed New Jersey land surveyor as to topographic and boundary survey data. A signed and sealed copy of the survey on which the site plan is based shall be submitted to the reviewing board with the site plan submission.

PLAN ACCURACY AND LEGIBILITY

SUFFICIENT FOR REVIEW: Yes () No ()

PREPARED BY P.E. OR L.S.: Yes () No ()

Yes No

- () () 1. A key map showing location of tract to be considered in relation to the surrounding area, within at least 200 feet of the subject site.
- () () 2. Title block containing name of applicant and owner, street address, preparer, lot and block numbers, date prepared and date of last amendment.
- () () 3. Space for signatures of Chairman and Secretary of the Board and the Borough Engineer.
- () () 4. Scale of map, both written and graphic. The scale shall contain no more than 20 feet to the inch; provided, however, that where the scale would result in larger than 24 inches by 36 inches, the approving board may permit a smaller scale.
- () () 5. North arrow.
- () () 6. Zoning district in which parcel is located, and the zone district of adjacent property, with a table indicating all setbacks, lot areas, lot widths, lot coverage, number of parking spaces, and slope disturbance, both as to required and proposed, for the subject property.
- () () 7. The boundaries of the tract in question, with dimensions of same. Where it is physically impossible to show the entire property on the required sheet, a key map is permitted.

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- () () 8. Location of existing easements, deed restrictions, or rights-of-way including power lines.
- () () 9. Location of natural features, including woodlands, streams and other water bodies, wetlands, flood hazard areas and rock outcrops, as well as locations of mining activity. If such features are located on adjacent property, but have the potential to affect the site development, they shall be shown.
- () () 10. Existing and proposed topographic contours of the site and adjacent areas affecting the site. Contour intervals shall be no greater than: slope of 10% or less - two feet; over slope of 10% - five feet.
- () () 11. Proposed spot elevations at the corners of all buildings and in appropriate pavement locations if new buildings or paved areas are proposed, or if regrading near existing buildings is proposed.
- () () 12. Location of existing and proposed buildings and their setbacks from property lines, plus the location of existing buildings and paved areas on adjacent properties.
- () () 13. Floor plans for existing and proposed buildings, showing the use and layout of internal space, and front, rear and side building facade elevations, both at a scale not exceeding eight feet per inch.
- () () 14. The number of units, tenants, employees or occupants of each unit. If the precise use of the building is unknown at the time of application, an amended plan showing the proposed use shall be required prior to issuance of a certificate of occupancy.
- () () 15. Location and design of existing and proposed parking, loading, access and circulation improvements, showing dimensions of same.
- () () 16. Existing and proposed signs, including the size, materials, nature of construction, location and illumination of same.
- () () 17. The location, height, type and design of fences, walls, sidewalks and similar improvements to be constructed.
- () () 18. Existing and proposed utility service, including septic systems with test hole locations and soil log information, connections to sanitary sewers, wells, connections to water mains, fire hydrants, etc.
- () () 19. Existing and proposed storm drainage design and improvements, including a map showing the entire drainage area, the drainage area contributing to each pertinent drainage structure and drainage tabulation sheets showing calculations for each drainage area. Provisions for rooftop drainage shall also be shown.
- () () 20. Existing and proposed site illumination, including height and location of fixture, type of fixture and bulb, pole material, and manufacturer's isocandela diagram superimposed upon the site plan.

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- () () 21. Location and description of existing and proposed street trees, reforestation, and landscaping. Information for proposed landscaping shall include common and botanical names, number of plants, planted size, root specifications and numbering of trees on plans.
 - () () 22. Soil moving permit. (NOTE: The addition, removal or movement of more than 100 cubic yards of soil from or on any lot or a change in its contour of greater than six inches; or an increase or decrease in drainage characteristics of the lot in question or abutting properties or private or public roads.)
 - () () 23. Location of any required dedication, or reservation for streets or any area shown on the Official Map.
 - () () 24. The location and design of solid waste disposal containers and recycling containers.
 - () () 25. Construction details and specifications sufficient to illustrate the nature of site improvements, including but not necessarily limited to the following, when appropriate: paving, curbing, walls, fences, utility and storm drainage structures, soil erosion control structures, tree protection devices, light fixtures and standards, signs, planting and staking details, and barrier-free access design.
 - () () 26. The location, size and nature of the entire plot or tract in question, and any contiguous plot or tract owned by the applicant or in which the applicant has a direct or indirect interest even though only a portion of the entire property is involved in the site plan for which approval is sought; provided, however, that where it is physically impossible to show the entire plot or tract or contiguous plot or tract on one map, a key map thereof shall be submitted.
 - () () 27. All dimensions of adjacent roadways, curbs, curb cuts, driveway entrances or exits within 100 feet of both sides of the lot and across the street.
 - () () 28. An environmental impact report. (See §§ 300-67 and 300-75 for details.)
 - () () 29. Signature and seal of New Jersey licensed professional engineer.
 - () () 30. Signature and seal of New Jersey licensed professional land surveyor.
 - () () 31. The name of all property owners within 200 feet of the plot in question as disclosed by the most recent municipal tax records.
 - () () 32. Details of all proposed retaining walls.
 - () () 33. Any additional information deemed necessary by the approving board.
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