

DEVELOPMENT REGULATIONS

145 Attachment 3

Township of Commercial

Checklist Schedule C, Preliminary Major Site Plan
Plan Information Requirements

In addition to the information required for a zoning permit, all site plans shall fulfill the information requirements of §§ 145-88 and 145-89 of the Development Regulations Ordinance prior to review by the Land Use Board.

Instructions: Fill in the name of the applicant or the development and date below. Then, using the column of brackets at left, place the appropriate letter that corresponds to the status of the item requested. An application shall not be considered complete until all the materials and information specified below have been submitted and determined to be complete by the Land Use Board.

Name of Applicant or Development _____ Date _____

C – Complete I – Incomplete NA – Not Applicable WR – Waiver Requested

Table with 2 columns: Applicant's Response and Official Use Only. Row 1: [] A. The site plan shall be prepared under the supervision of and be signed and sealed by either a New Jersey licensed professional engineer, planner or a registered architect as relevant. The plan shall be drawn in black on white at a scale not less than one inch equals 50 feet. []

At a minimum, the preliminary site plan shall include the following information:

- [] 1. A key map at an appropriate scale, showing the location of the site and its relationship to surrounding areas and to existing street locations adjacent to or within 50 feet of the tract, and any municipal boundary within 100 feet) of the tract involved. []
- [] 2. North arrow, title block, zone district(s) in which the lot(s) involved is/are located and is/are adjacent. Names and addresses of the owner, developer and person preparing the plan. []
- [] 3. The tax map sheet, block and lot numbers. []

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[]	4. The names of all adjoining property owners as disclosed by the most recent tax records.	[]
[]	5. The entire property in question, even though only a portion of said property is involved in the site plan; provided, however, that where it is physically impossible to show the entire property on the required sheet, a separate map at an appropriate scale may be submitted.	[]
[]	6. The location, design and dimensions of each new and existing use and building	[]
[]	7. The building(s) or use(s) setback distances from all property lines	[]
[]	8. The names, location, dimensions and arrangement of existing or proposed streets, vehicular access ways and driveways, sight triangles, off-street parking areas, methods of separating land traffic and parking traffic within off-street parking areas and loading and unloading areas, and the computations used to determine the number of off-street parking and loading spaces required.	[]
[]	9. A survey prepared by a land surveyor licensed by the State of New Jersey shall accompany site plans and shall show the boundaries of the parcel and the limits of the proposed streets, recreation areas and other property to be dedicated to public use or to common open space. In case of new commercial, industrial or public buildings, the site plan shall be accompanied by preliminary architectural floor plans and elevations of the front, side and rear of any structures with the name, address, professional number and seal of the architect involved; and all signs to be erected, constructed, and placed on-site or modified to the extent necessary to appraise the Planning Board of the scope of the proposed work, shall be shown. Any existing structures shall be identified either as to remain or be removed.	[]
[]	10. The location of all existing trees or tree masses, indicating general sizes and species of trees.	[]

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[]	11. A lighting plan for the entire site involved in the site plan shall be provided and include the type of lighting fixtures or standards proposed with intensity level, angle, direction, height and reflection of each source of light shall be shown.	[]
[]	12. Date of the original drawing and each subsequent revision or amendment thereto; title of plan and development name on each sheet; and total area to one square foot.	[]
[]	13. All dimensions, areas and distances needed to confirm conformity with the ordinance such as, but not limited to, building lengths, building coverage, lot lines, parking and loading spaces with calculations for same, setbacks and yard dimensions (the building envelope), and buffer areas.	[]
[]	14. The location, design and dimensions of open areas, buffer areas, pedestrian Walkways and any recreation areas and facilities proposed by the developer.	[]
[]	15. A landscaping and buffering plan showing what will remain and what will be planted, indicating names of plants and trees and dimensions, approximate time and method of planting and all non-plant material to be used in landscaping. Said plan shall including a planning schedule demonstrating that said plan can be accomplished within six months with approximate start date for same.	[]
[]	16. Contours at two-foot intervals for slopes averaging 5% or greater. And one-foot contours for slopes less than 5%, unless determined by The Township Engineer to be unnecessary in whole or in part	[]
[]	17. Grading plan showing existing and proposed spot elevations based upon the United States coastal geodetic datum at all building corners, all floor levels, center lines of abutting roads, top and bottom curbs, property corners, gutters and other pertinent locations.	[]

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[]	18. A copy of the applicable wetlands map and soils map of the site involved as well as a calculation of the acreage of wetlands and uplands areas shall be submitted when wetlands are located on the site involved. If wetlands are located on the tract involved, then there must be submitted a letter of certification from a New Jersey licensed professional engineer that at least 50% of the tract involved is uplands as required by § 145-26.	[]
[]	19. The location, size, and direction of flow of all streams, brooks, ditches, lakes and ponds. The boundaries of the flood plains of all watercourses shall also be shown.	[]
[]	20. Plans, design details and calculations for all storm drainage facilities	[]
[]	21. A lighting plan for the site including the location and design of proposed lighting for buildings, signs, parking and loading areas, driveways and grounds	[]
[]	22. Cross sections and centerline profiles of all existing and proposed streets and watercourses	[]
[]	23. Preliminary plans and profiles of proposed utility layouts and water and sewer facilities	[]
[]	24. If on-site sewage disposal is required, the results and location of all permeation tests and test boring locations shall be shown on the plan	[]
[]	25. The size, type, location and design including content of all proposed signs	[]
[]	26. The identification of all abutting land that is assessed as qualified farmland under the New Jersey Farmland Assessment Act.	[]
[]	27. All easements existing, acquired or required on the tract and on adjacent properties shall be shown, and copies of legal documentation that support the granting of the easement(s) by an adjoining property owner shall be included in the application package submitted.	[]
[]	C. A listing of all county, state and federal approvals or permits required in connection with the proposed development to the extent known shall be submitted.	[]

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[]	D. For any development located on an arterial or collector road as defined in the adopted Township Master Plan or as so classified by the County of Cumberland, or any development which will be expected to provide parking spaces for 50 or more vehicles, 20 copies of a traffic analysis will be required to be submitted as part of the preliminary submission. Said analysis shall be prepared by a qualified professional traffic engineer or planner and shall include the following: 1. Estimated trip generation for said development; 2. Directional distribution of traffic from development; 3. Trip assignment and analysis; 4. A capacity analysis of all roadways to be affected by said development as determined by the above referenced data; 5. Identification of congestion and turning-movement traffic; 6. An explanation of how the applicant proposes to handle any conflicts or problems, and/or recommendations for such conflicts' or problems' mitigation or elimination including an assessment of the developer's share of such conflict and cost for their mitigation or elimination; and 7. Such other information and/or data as found necessary and/or required by the Land Use Board	[]
[]	E. A soil erosion and sediment control plan or statement of non-applicability is required.	[]
[]	F. Twenty copies of an environmental impact statement as per Checklist "E", are required to be submitted for site plans including where applicable, a cultural resource survey as set forth in § 145-72K; See Checklist "K".	[]
[]	G. In the case of a development for which a homeowners' association is required or proposed and as per § 145-72L, the site plan shall be accompanied by such information as will permit the Land Use Board to make detailed findings concerning the ability of the association to adequately perform the function for which it is designed. Information to be submitted by the applicant in this regard and subject to approval and revision is as follows:	[]

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1. The time when the association is to be created in relation to the project's timetable;
2. Mandatory or automatic nature of membership in the organization by a resident/occupant and his/her successor(s) as well as the Township;
3. Permanency of common, buffer, open space and recreational areas' or drainage improvement areas' protective covenants;
4. Liability of the organization for insurance, taxes and maintenance of all facilities;
5. Provisions made for pro rata sharing of costs and assessments;
6. Capacity of the organization to administer common facilities and preserve the benefits of the common, buffer, open space or recreational areas or drainage improvement facilities;
7. The restrictions, covenants and other devices establishing the automatic membership in the association and the responsibilities of membership; and
8. Such other information as necessary to ensure that the provisions of § 145-72L are satisfied.

[] H. Such other information or submissions which shall have been []
made known to the applicant in writing at the time said
applicant received the application form and this or other
checklists for use in applying for development approval.