

CHECKLIST NO. 4
FOR
DETERMINATION OF COMPLETENESS OF APPLICATION FOR PRELIMINARY/FINAL SITE PLAN APPROVAL
LAND USE ORDINANCE
CITY OF LAMBERTVILLE, HUNTERDON COUNTY, NEW JERSEY

Applicant & Address _____

Block & Lot _____ Road _____

Name of Project _____ Submission Date _____

Signature of Applicant _____ Telephone _____

All applications for Site Plan must be submitted to the Administrative Officer of the Board at least Three weeks prior to a regularly scheduled Board meeting. All plans must be folded with title block, date and revision date showing.

	APPLICANT			TOWNSHIP		
	Plats Comply	Not Applicable	Waiver Requested	Plats Comply	Plats Do Not Comply	Waiver Granted
1. Application fee with separate computation calculation.						
2. 15 copies of the completed application form. Four copies of completed "checklist".						
3. Fifteen copies of blue or black line prints.						
4. All documents properly certified and sealed by the appropriate N.J. licensed professional persons (P.E., P.L.S., P.P., C.L.A., R.A.).						
5. Name and address of the owner, applicant and preparer of plans. Applicants Disclosure Statement, if filed as Corporation or Partnership.						
6. Names of all current property owners within 200' of the property and identify source of information.						
7. Plans must identify:						
a. Name of development.						
b. Total area of development property in acres and square feet.						
c. Date of original preparation and all revisions.						
d. North arrow and reference meridian.						
e. Graphic and written scale.						
f. Tract zone and schedule of existing zoning criteria and proposed conditions.						
g. Tax map sheet, block and lot numbers.						
h. Reference bench mark identified and shown.						

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8. Certification of owner (if other than applicant) as follows: "I certify that I am the owner of this property and consent to the filing of this application." <u>Owner Signature</u> _____ <u>Date</u> _____						
9. Certification from Tax Collector that all taxes and assessments on the property are paid.						
10. Review block for signatures of City Engineer, Board Secretary and Chairperson.						
11. Required Hunterdon County Signature Block in accordance to their regulations.						
12. Four copies of application form and fees for any variances required.						
13. Four copies of existing and proposed protective covenants or deed restrictions applying to the land being subdivided and copy of the deed(s) of record.						
14. Completed applications with appropriate fees and required information submitted directly to these Agencies with <u>copies</u> to the City for verification of these submissions:						
a. Hunterdon County Planning Board.						
b. Hunterdon County Soil Conservation District.						
c. D & R Canal Commission.						
d. Hunterdon County Department of Health.						
15. Map of Site Plan drawn at a scale of not less than 1" = 50' on sheet size 18"x24", 24"x36", 30"x42".						
16. Key map drawn at a scale of not less than 1"=1000' showing the property to be developed and surrounding properties within ½ mile radius including zoning boundaries and traffic circulation elements from Master Plan.						

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17. Existing topography shown as follows:						
a. Based upon accurate field or aerial topographic survey. USC&GS datum.						
b. 5' contour interval for slopes exceeding 20%.						
c. 2' contour interval for slopes less than 20%.						
d. Spot elevation for areas of slope less than 1% slope.						
e. All topographic information must be shown for adjoining area within 200' of the property boundary.						
18. Plans showing existing and proposed streets including:						
a. Field cross-sections at 50' intervals drawn at a scale of 1"=5' vertical; 1"=10' horizontal.						
b. Plan & centerline profiles drawn at a scale of 1"=50' horizontal; 1"=5' vertical. Based upon field survey data. Corresponding plan & profile information shown on the same sheet. Centerline stakes at minimum 100' intervals must be set on site.						
c. Centerline curve data including central angle, tangent distance, radius, arc length, chord distance & chord bearing.						
19. Property lines with bearings, distances to nearest 1/100 ft., radius, curve length and central angle.						
20. a. Proposed or existing building envelopes with setback lines shown and dimensioned.						
b. Setbacks of all existing buildings from existing/proposed property lines and indication of whether they will be retained or removed.						
21. Location of existing wells and septic systems on site and within 100' of the property.						
22. Location of all man-made and natural features both on-site and within 200' of the property including, but not limited to: dedicated open space, culverts, structures, drain pipes, water courses, railroads, bridges, wooded areas, rock outcrops, wetlands (specific source and notation if there are any wetlands present), swamps, buildings, streets, drainage right-of-ways and easements. Location of above and underground storage tanks and fences.						

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<p>23. Plan and profile drawings of all existing and proposed drainage and utility layouts, drawn at a scale of 1"=50' horizontal; 1"=5' vertical, including:</p> <p>a. Sanitary sewer (include letter of service feasibility from public utility)</p> <p style="text-align: center;">or</p> <p>results and locations of all percolation tests and soil logs attempted along with possible location of future septic systems, and proof of submission to the Hunterdon County Department of Health.</p>						
<p>b. Public water (include letter of service feasibility for public utility)</p> <p style="text-align: center;">or</p> <p>approximate well location and geologist report verifying a sufficient supply of available potable water.</p>						
c. Storm sewer including drainage swales and streams.						
d. Gas (include letter of service feasibility for public utility).						
e. Electric, telephone and cable.						
<p>24. Detailed Landscaping Plan indicating:</p> <p>a. Existing trees which will remain or be removed including tree preservation details.</p>						
<p>b. Proposed landscaping including location, botanical name, common names, size, quantity, planting and staking/guying details, mulched areas specifying type thickness and edge of mulched areas. Specify whether plants are container grown, balled and burlapped (B&B) or bare root (BR).</p>						
<p>25. Appropriate details to City, County and State Standards including, but not limited to: sidewalks, curbs, paving, street signs, drainage, etc.</p>						
<p>26. Soil erosion and sediment control plans. Show soil types and boundaries pursuant to Hunterdon County Soil Survey, including analysis for development capability and information concerning fill material for any filled soil area.</p>						

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27. Stormwater Management Plans and Watershed Maps, including five copies of all drainage calculations analyzing existing and proposed conditions.						
28. Location of any flood hazard areas with delineation and elevation of 100-year flood boundary. Include five copies of all drainage computations and stream cross-sections or indicate published source of flood plain delineation.						
29. Location of all existing and proposed easements including identification of ownership and maintenance responsibilities.						
30. Proposed Grading Plan including finished floor elevations, elevations at corners of buildings and paved areas. All proposed grading shown using 2' contour intervals.						
31. Location, size and detail of all existing and proposed signs.						
32. Lighting plans, including location, type, wattage, height distribution pattern, foot candles and details.						
33. Supplemental information as required by Ordinance or as determined by Board.						
a. Natural Resource Inventory.						
b. Environmental Impact Statement.						
c. Wetlands report prepared by a Professional Wetlands Consultant pursuant to the N.J. Wetlands Protection Act.						
34. Architectural Plans should include preliminary floor plans and elevations of each new or altered building, facade and height of proposed structure. Also indicate existing/proposed building square footage.						
35. Parking and Loading:						
a. Specifications for location of proposed surface paving and curbing, including streets.						
b. Location capacity and dimensions of existing and proposed off-street parking and loading areas including handicap stalls.						

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c. Calculation of the number of parking spaces required by the Ordinance for standard and handicap stalls.						
d. Aisle widths.						
e. Entrance and exit arrangement.						
f. Details of traffic signals and other traffic control devises including direction of traffic flow.						
g. Location of fire lanes and other parking restrictions.						
36. Location of solid waste storage, screening and means of disposal including amount of pick up per week and recycling facilities.						
37. Calculations, location, identification of proposed open spaces, parks and other recreational areas.						
38. Calculations for building coverage, total impervious coverage, floor area ratio, and environmental constraints.						
39. Plan drawn from actual boundary survey of property and certified as being accurate and true by Professional Land Surveyor.						

FOR PLANNING BOARD USE ONLY

_____ Application declared complete.

_____ Application declared incomplete for the following items:

Administrative Officer Date
Signature

G32/13
November 20, 1989