

# City of Lambertville

## Checklist No. 2 – Determination of Completeness of Application for Preliminary Major Subdivision Approval

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Applicant Address: \_\_\_\_\_

Block & Lot: \_\_\_\_\_ Submission Date: \_\_\_\_\_

Name of Project: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

All applications for Sketch Plat / Minor Subdivisions must be submitted to the Administrative Officer of the appropriate Board at least 21 Days prior to the next regularly scheduled Board meeting. All plans must be folded with the title block, date and revision date showing.

|    |                                                                                                                                     | Applicant    |                |                  | City of Lambertville |                |                  |
|----|-------------------------------------------------------------------------------------------------------------------------------------|--------------|----------------|------------------|----------------------|----------------|------------------|
|    |                                                                                                                                     | Plats Comply | Not Applicable | Waiver Requested | Plats Comply         | Not Applicable | Waiver Requested |
| 1  | Application fee with separate computation calculation.                                                                              |              |                |                  |                      |                |                  |
| 2  | 15 Copies of the completed application form and 4 Copies of the checklist.                                                          |              |                |                  |                      |                |                  |
| 3. | 15 Copies of blue or black line prints.                                                                                             |              |                |                  |                      |                |                  |
| 4. | All documents properly certified and sealed by the appropriate N.J. licensed professional persons.                                  |              |                |                  |                      |                |                  |
| 5. | Name & address of the owner, applicant & preparer of plans. Applicants Disclosure Statement if filed as Corporation or Partnership. |              |                |                  |                      |                |                  |
| 6  | Names of all current property owners within 200' of the property & identify source of information.                                  |              |                |                  |                      |                |                  |
| 7  | Plans must identify the following:                                                                                                  |              |                |                  |                      |                |                  |
|    | a. Tract name.                                                                                                                      |              |                |                  |                      |                |                  |
|    | b. Total Tract area & the portion to be subdivided.                                                                                 |              |                |                  |                      |                |                  |
|    | c. Date of original preparation & revisions.                                                                                        |              |                |                  |                      |                |                  |

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|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|--|--|
|     | d. North arrow & reference meridian.                                                                                                                                                                                    |  |  |  |  |  |  |
|     | e. Graphic & written scale.                                                                                                                                                                                             |  |  |  |  |  |  |
|     | f. Number of proposed lots.                                                                                                                                                                                             |  |  |  |  |  |  |
|     | g. Tract zone & schedule of existing zoning criteria & proposed conditions.                                                                                                                                             |  |  |  |  |  |  |
|     | h. Tax map sheet, block & lot numbers.                                                                                                                                                                                  |  |  |  |  |  |  |
|     | i. Reference bench mark identified & shown.                                                                                                                                                                             |  |  |  |  |  |  |
| 8   | Certification of owner noted on the plans (if other than applicant) as follows: "I certify that I am the owner of this property & consent to the filing of this application". Applicant must sign & date certification. |  |  |  |  |  |  |
| 9   | Certification from Tax Collector that all taxes & assessments on the property are paid in full.                                                                                                                         |  |  |  |  |  |  |
| 10. | Review block for signatures of City Engineer, Board Secretary and Board Chairperson.                                                                                                                                    |  |  |  |  |  |  |
| 11. | Application fees for all variances required.                                                                                                                                                                            |  |  |  |  |  |  |
| 12. | 4 Copies of existing & proposed protective covenants or deed restrictions applying to the land being subdivided & copy of any deed(s) record.                                                                           |  |  |  |  |  |  |
| 13. | Completed applications with appropriate fees & required information submitted directly to these Agencies with <u>copies</u> provided to the City for verification:                                                      |  |  |  |  |  |  |
|     | Hunterdon County Planning Board                                                                                                                                                                                         |  |  |  |  |  |  |
|     | Hunterdon County Soil Conservation District                                                                                                                                                                             |  |  |  |  |  |  |
|     | D&R Canal Commission                                                                                                                                                                                                    |  |  |  |  |  |  |
|     | Lambertville Historic Commission                                                                                                                                                                                        |  |  |  |  |  |  |
| 14  | Written verification of proposed tax lot numbers as obtained by the City Tax Assessor.                                                                                                                                  |  |  |  |  |  |  |
| 15. | Map of subdivision drawn at a scale of not less than 1"=100' on sheet size 24" x 36"                                                                                                                                    |  |  |  |  |  |  |
| 16  | Key map drawn at a scale of not less than 1"=400' showing the subdivision & surrounding properties within 1000' radius including zoning boundaries.                                                                     |  |  |  |  |  |  |
| 17. | Existing Topography shown as followed:                                                                                                                                                                                  |  |  |  |  |  |  |
|     | 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                                                                                                                                                                             |  |  |  |  |  |  |

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|    |                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  |  |  |  |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|--|--|
|    | 20%                                                                                                                                                                                                                                                                                                                                                                                                                              |  |  |  |  |  |  |
|    | d. Spot elevation for areas of slope less than 1% slop                                                                                                                                                                                                                                                                                                                                                                           |  |  |  |  |  |  |
|    | e. All topographic information must be shown for adjoining area within 200' of the property boundary.                                                                                                                                                                                                                                                                                                                            |  |  |  |  |  |  |
| 18 | Plans showing existing & proposed streets including:                                                                                                                                                                                                                                                                                                                                                                             |  |  |  |  |  |  |
|    | a. 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"=5' 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 angel, tangent distance, radius, arc length, chord distance and chord bearing.                                                                                                                                                                                                                                                                                                        |  |  |  |  |  |  |
| 19 | Existing & proposed property lines with bearings, distances (nearest 1/100'), radius, curve length & central angle.                                                                                                                                                                                                                                                                                                              |  |  |  |  |  |  |
| 20 | Net & gross lot areas in square feet & to the nearest 100 <sup>th</sup> in acres.                                                                                                                                                                                                                                                                                                                                                |  |  |  |  |  |  |
| 21 | Proposed building envelopes with setback lines shown & dimensioned. Setbacks for all existing buildings from existing/ proposed property lines & indication of whether they will be retained or removed.                                                                                                                                                                                                                         |  |  |  |  |  |  |
| 22 | Location of existing wells & septic systems on site & within 100' of property                                                                                                                                                                                                                                                                                                                                                    |  |  |  |  |  |  |
| 23 | Location of all man-made & natural features, both on-site and within 200' of the property, including, but not limited to:<br><i>Dedicated open space, culverts, structures, drain pipes, water courses, railroads, bridges, wooded areas, rock outcrops, wetlands (specific source &amp; notation if there are any wetlands present), swamps, buildings, streets, drainage right-of-ways &amp; sewer &amp; water facilities.</i> |  |  |  |  |  |  |

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|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|--|--|
| 24 | Plan & profile drawings of all existing & proposed drainage & utility layouts, drawn at a scale of 1"=50' horizontal; 1"=5' vertical, including:<br>a. Sanitary sewer (include letter of service feasibility from public utility.     |  |  |  |  |  |  |
|    | <b>OR</b><br>Results & locations of all percolation tests and soil logs attempted along with possible location of future septic systems.                                                                                              |  |  |  |  |  |  |
|    | <b>b.</b> Public Water (include letter of service feasibility from public utility)                                                                                                                                                    |  |  |  |  |  |  |
|    | <b>OR</b><br>Approximate well location & geologist report verifying a sufficient supply of available potable water.                                                                                                                   |  |  |  |  |  |  |
|    | <b>c.</b> Storm sewer including drainage swales & streams.                                                                                                                                                                            |  |  |  |  |  |  |
|    | <b>d.</b> Gas (include letter of service feasibility for public utility)                                                                                                                                                              |  |  |  |  |  |  |
|    | <b>e.</b> Electric, telephone & cable.                                                                                                                                                                                                |  |  |  |  |  |  |
| 25 | Landscaping plan for street shade trees noting location, material type & sizes, planting details & tree preservation details.                                                                                                         |  |  |  |  |  |  |
| 26 | Soil erosion & sediment control plans. Show soil types & boundaries pursuant to Hunterdon County Oil Survey, including analysis for development capability & information concerning fill material for any filled soil area.           |  |  |  |  |  |  |
| 27 | Stormwater Management Plans & Watershed Maps, including 5 Copies of all drainage calculations analyzing existing & proposed conditions.                                                                                               |  |  |  |  |  |  |
| 28 | Location of any flood hazard areas with delineation & elevation of 100-year & 500-year flood boundary. Include 5 copies of all drainage computations & stream cross-sections or indicate published source of flood plain delineation. |  |  |  |  |  |  |
| 29 | Location of all existing & proposed easements including identification of ownership & maintenance responsibilities. Show metes &                                                                                                      |  |  |  |  |  |  |

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|-----|------------------------------------------------------------------------------------------------------------------------|--|--|--|--|--|--|
|     | bound information for all easements.                                                                                   |  |  |  |  |  |  |
| 30  | Conceptual grading plan around houses & septic systems including all areas to be disturbed by grading or construction. |  |  |  |  |  |  |
| 31  | Lot density computations & open space calculations as required by zoning regulations.                                  |  |  |  |  |  |  |
| 32. | Location, size & detail of all existing & proposed signs.                                                              |  |  |  |  |  |  |
| 33  | Lighting plans, including location, type, wattage, height distribution pattern & foot candles.                         |  |  |  |  |  |  |
| 34  | Natural Resource Inventory & Environmental Impact Statement, as required by Ordinance or as determined by the Board.   |  |  |  |  |  |  |
| 35  | Required Hunterdon County Signature Block in accordance to their regulations.                                          |  |  |  |  |  |  |
| 36  | Plan drawn from actual boundary survey of property & certified as being accurate & true by Land Surveyor.              |  |  |  |  |  |  |
|     |                                                                                                                        |  |  |  |  |  |  |
|     |                                                                                                                        |  |  |  |  |  |  |