

HOPE TOWNSHIP PLANNING BOARD  
(ALL APPLICATIONS)

Planning Board Secretary is reachable at 908-459-5011 x 5. Please leave a message and she will return your call.

Applications, Plats, Fees and Deposits must be submitted to the Planning Board Secretary or Municipal Clerk by noon **at least 17 days prior to** a Planning Board meeting, which meets on the 1<sup>st</sup> Monday of each month beginning at 6:30 pm and ending promptly at 9:30 pm. Application fee and escrow checks are made payable to Hope Township.

Submit 13 copies of the application and 18 copies of the plats. **All plats must be folded, not rolled.** You are also encouraged to submit an electronic version of the application and all submittals (plats, etc.) may also be submitted to the Planning Board Secretary for Board members desirous of receiving their packets in that manner.

All subsequent revised plats must also be submitted 17 days before the meeting at which they are to be discussed.

When plats are submitted to the Warren County Planning Board, three (3) copies must be submitted. Call the County Planning Board for their submission instructions.

Legal notices for public hearings should be submitted by the applicant to the Board's Official Newspaper. The legal notice is to be published at least ten (10) days prior to the hearing date.

Official assignment of new lot numbers for subdivision is done by the Tax Assessor. The Tax Assessor is at the Municipal Building on Tuesdays from 5 p.m. – 7 p.m. and is also reachable by phone at 908-459-5011 x 6. The Tax Assessor will also provide you with a certified list of property owners within 200 feet of your property, as well as any utilities within 200 feet of your property. The proper fee for this certified list must also be submitted in order to obtain the list from the Tax Assessor. Forms for these purposes are included in this packet.

A form is included to be completed by the Tax Collector who is also in the municipal building on Tuesdays from 5 p.m. – 7 p.m. and is reachable at 908-459-5011 x 2.

A complete application submission also needs to be sent to the Hope Township Volunteer Fire Department, with the enclosed form, for their review.

PLANNING BOARD APPLICATION – HOPE TOWNSHIP

Application # \_\_\_\_\_

Date \_\_\_\_\_

Fee \_\_\_\_\_

1. GENERAL INFORMATION

A. Applicant: Name \_\_\_\_\_

Street Address \_\_\_\_\_

Municipality \_\_\_\_\_

Telephone \_\_\_\_\_

B. Applicant Status: Individual(s) \_\_\_\_\_ Partnership \_\_\_\_\_ Purchaser \_\_\_\_\_

Other – Specify: \_\_\_\_\_

C. If Applicant is a Partnership or Corporation, attach a list of the names and addresses of persons having a 10% interest or more in said Partnership or Corporation. Check here if a list is attached. \_\_\_\_\_

D. Applicant relationship to property: Owner \_\_\_\_\_ Lessee \_\_\_\_\_ Purchaser \_\_\_\_\_

Under Contract \_\_\_\_\_ Other (Specify) \_\_\_\_\_

E. Property Owner (if other than applicant)

Name:

Street Address:

Municipality:

Telephone:

F. Surveyor/Engineer:

Name:

Street Address:

Municipality:

Telephone:

G. Attorney:

Name:

Street Address:

Municipality:

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2. TYPE OF APPLICATION

- |                                     |                             |
|-------------------------------------|-----------------------------|
| Minor subdivision ( )               | Large Lot – final ( )       |
| Major subdivision – preliminary ( ) | Site Plan – preliminary ( ) |
| Major subdivision – final ( )       | Site Plan – final ( )       |
| Large Lot – preliminary ( )         | Variance ( )                |

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3. PROPERTY DATA

- A. Street Address: \_\_\_\_\_
- B. Block Number: \_\_\_\_\_ Lot Number: \_\_\_\_\_
- C. The location of the property is approximately \_\_\_\_\_ feet from the intersection of \_\_\_\_\_ and \_\_\_\_\_.
- D. Existing Use: \_\_\_\_\_
- E. Proposed Use: \_\_\_\_\_
- F. Zone District: \_\_\_\_\_
- G. Acreage of Entire Tract: \_\_\_\_\_
- H. Proposed Number of Lots: \_\_\_\_\_
- I. Is the property located on a Warren County roadway? Yes ( ) No ( )
- J. Is the property located within 200 feet of a municipal boundary? Yes ( ) No ( )
- K. Was this property subject to a prior subdivision? Yes ( ) No ( )  
If so, attach information listing dates of actions including any minutes and/or Resolutions.  
Check here if such information is attached. ( )
- L. Is the property subject to any existing or proposed deed restrictions, easements, rights-of-way or other dedications? Yes ( ) No ( )

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4. DEVELOPMENT PROPOSAL

- A. Improvements: Describe all on-site and off-tract roadway, water, sewer, drainage, grading and other related improvements required.

\_\_\_\_\_

\_\_\_\_\_

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5. SUBMISSIONS

List all maps, plats, sketches and other exhibits accompany this application.

Description

Date Prepared

Prepared By

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6. VARIANCES

Describe any proposed variances requested, detailing the location (proposed Block and Lot) and the specific section(s) of the Zoning Code of Hope Township from which the relief is sought.

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7. VERIFICATION AND AUTHORIZATION

I hereby certify that the statements and information contained herein and attached hereto are true and correct.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

I hereby authorize the applicant referenced herein to submit the subject application and to proceed for approval of same.

\_\_\_\_\_  
Property Owner(s)

\_\_\_\_\_  
Date

FEE SCHEDULE

	<u>Application Charge</u>	<u>Escrow Account</u>
1. SUBDIVISIONS:		
a) Minor Subdivision Plat	\$125.00	\$2,000.00
b) Preliminary Major Subdivision Plat	\$200.00	\$600.00 per lot
c) Final Major Subdivision Plat	\$150.00	\$300.00 per lot
d) Informal Concept Subdivision Plat	\$ 75.00	\$1,000.00 (if prof'l rev.)
e) Informal Concept Discussion (not to exceed 15 minutes – no prof'l reviews)	No Charge	No Charge
f) Amended Prelim. Major or Minor Subdivision Plat	\$ 75.00	\$100.00 per lot
g) Amended Final Major Subdivision Plat	\$ 75.00	\$ 75.00 per lot
2. SITE PLANS:		
a) Minor Site Plan	\$125.00	\$20.00 per acre or part thereof, plus \$50.00/du in the case of residential units and/or \$0.05 per gross sf of Building area in the Case of non-residential building.
b) Preliminary Major Site Plan	\$200.00	\$1,000.00 per acre or part thereof, plus \$50.00/du in the case of residential units and/or \$0.05 per gross sf of building area in the case of non-residential units.
c) Final Major Site Plan	\$200.00	\$150 per acre of part thereof, plus \$25.00/du in the case of residential units and/or \$0.025 per gross sf of Building area in the case of non-residential building.

d) Informal Concept Site Plan	\$100.00	\$1,000 if professional review requested.
e) Informal Concept Discussion Not to exceed 15 minutes/no professional reviews	No charge	No charge
f) Amended Preliminary Major and/ Final Major Site Plan	\$125.00	One-half (1/2) of the amount otherwise Calculated for a Preliminary Major Site Plan or Final Major Site Plan, as the case may be.
3. CONDITIONAL USES, NOT INCLUDING REQUIRED SITE PLAN SUBDIVISION REVIEW	\$150.00	\$1,000.00
4. VARIANCES		
a) Appeals(40:55D-70a)	\$125.00 \$250.00	\$500.00 Residential \$750.00 Non-residential
b) Interpretation (40:55D-70b)	\$125.00 \$250.00	\$500.00 Residential \$750.00 Non-residential
c) Bulk (40:55D-70c)	\$125.00 \$250.00	\$500.00 Residential \$750.00 Non-residential
d) Use and Others (40:55D-70d)	\$250.00	\$1,500.00
e) Permit (40:55D-34 and 35)	\$100.00	\$500.00
5. APPROVAL TIME EXTENSIONS	\$100.00	\$500.00
6. ZONE CHANGE REQUESTS	\$150.00	\$500.00 per acre
7. CERTIFIED LIST OF PROPERTY OWNERS	\$0.25 per name or \$10.00, whichever is greater.	None required

THIS FORM MUST BE COMPLETED FOR ALL SUBDIVISIONS (NOT NEEDED FOR FINAL)

MAIL TO: TAX ASSESSOR, PO BOX 284, HOPE, NJ 07844 WITH ONE COPY OF YOUR PLAT

SUBDIVISION LOT NUMBER ASSIGNMENT

APPLICANT:

DATE:

BLOCK:

LOT:

NEW LOT NUMBERS ASSIGNED:

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HOPE TOWNSHIP TAX ASSESSOR

THIS FORM MUST BE COMPLETED FOR ALL SUBDIVISIONS AND SITE PLANS.

MAIL TO: HOPE TOWNSHIP VOLUNTEER FIRE DEPARTMENT, PO BOX 170, HOPE, NJ 07844

HOPE VOLUNTEER FIRE DEPARTMENT REVIEW

PLANNING BOARD APPLICATION NO. \_\_\_\_\_

LOT \_\_\_\_\_ BLOCK \_\_\_\_\_

APPLICANT'S NAME \_\_\_\_\_

DATE RECEIVED \_\_\_\_\_

\_\_\_\_\_ APPLICATION HAS BEEN REVIEWED. CONDITIONS APPEAR SATISFACTORY.

\_\_\_\_\_ THE FOLLOWING CONDITIONS SHOULD BE TAKEN INTO CONSIDERATION:

- 1) Driveway accessibility
- 2) Structure accessibility
- 3) Availability of Water
- 4) Locations of Proposed Sources
- 5) Other

RECOMMENDATIONS:

REVIEWED BY: \_\_\_\_\_ TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

PLEASE RETURN TO: PLANNING BOARD SECRETARY  
HOPE TOWNSHIP MUNICIPAL BUILDING  
PO BOX 284  
HOPE, NJ 07844



AFFIDAVIT OF PROOF OF SERVICE  
HOPE TOWNSHIP PLANNING BOARD

APPLICATION NO. \_\_\_\_\_

FILING DATE \_\_\_\_\_

PROOF OF SERVICE OF NOTICES REQUIRED BY STATUTE MUST BE FILED AND VERIFIED WITH THE BOARD SECRETARY AT LEAST 14 DAYS PRIOR TO THE MEETING DATE OR CASE WILL NOT BE HEARD.

STATE OF NEW JERSEY )  
COUNTY OF \_\_\_\_\_ ) SS

\_\_\_\_\_, of full age, being duly sworn according to law, deposes and says, that (s)he reside(s) at \_\_\_\_\_ in the municipality of \_\_\_\_\_, County of \_\_\_\_\_ and State of \_\_\_\_\_ and that (s)he is (are) the applicant(s) in a proceeding before the Planning Board of Hope Township, New Jersey being an appeal or application under the Zoning Ordinance, and which has the Application No. \_\_\_\_\_ and relates to premises at \_\_\_\_\_; that on \_\_\_\_\_, 20\_\_\_\_, s(he) gave written notice of the hearing on this application to each and all of the persons upon whom service must be given, in the required form and according to the attached list(s) and in the manner indicated thereon.

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

Sworn to and Subscribed before me  
This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

NOTE TO APPLICANT: ATTACH LIST OF ALL PERSONS SERVED

HOPE TOWNSHIP PLANNING BOARD  
NOTICE OF HEARING

TO: \_\_\_\_\_ OWNER OF PREMISES

PLEASE TAKE NOTICE that the undersigned has filed an application for development with the Hope Township Planning Board so as to permit:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

on the premises located at \_\_\_\_\_  
and designated as Block \_\_\_\_\_ Lot \_\_\_\_\_ on the Hope Township Tax Map, and this notice is being sent to you as an owner of property in the immediate vicinity. A public hearing has been set down for \_\_\_\_\_, 20\_\_\_\_ at 7 p.m. at the Hope Township Municipal Building, 407 Hope Great Meadows Road, Hope, NJ 07844. When the case is called, you may appear either in person or by agent or attorney and present any objections which you may have to the granting of the relief sought in the petition.

The following described maps and papers are on file in the office of the Municipal Clerk and are available for inspection between the hours of 9 a.m. and 3 p.m. Monday through Friday, or when the Municipal Clerk is in the office. Confirmation of the Clerk's attendance at the office may be made by phoning 908-459-5011 x 1.

This notices is sent to you by the applicant by order of the Hope Township Planning Board.

Respectfully,

\_\_\_\_\_

THIS FORM MUST BE COMPLETED FOR ALL SUBDIVISION AND SITE PLANS.  
MAIL TO: TAX COLLECTOR, PO BOX 284, HOPE, NJ 07844.

HOPE TOWNSHIP TAX PAYMENT CONFIRMATION

PROPERTY OWNER:

APPLICATION NO.:

BLOCK:

LOT:

Taxes on the above-reference property have been paid through the \_\_\_\_\_ quarter of 20\_\_\_\_\_.

Taxes on the above-reference property have not been paid since \_\_\_\_\_ in the  
amount of \$\_\_\_\_\_.

\_\_\_\_\_  
TAX COLLECTOR

## UPPER DELAWARE CONSERVATION DISTRICT

### Minor Subdivision Applications

At the time of submission of application and plats to the Hope Township Planning Board, applicant for a minor subdivision should contact the Upper Delaware Conservation District office for a determination as to whether a soil erosion plan should be submitted. The reply from the UDCD office should be brought to the Planning Board meeting.

### Major Subdivision Applications

At the time of submission of application and plats to the Hope Township Planning Board, applicant for a major subdivision should submit a Soil Erosion Plan to the Upper Delaware Conservation District office for their review and approval. The reply from the UDCD office should be submitted to the Planning Board meeting.

Upper Delaware Conservation District  
PO Box 198  
51 Main Street, Suite B  
Blairstown, NJ 07825

Phone Number: 908-852-2579

UPPER DELAWARE CONSERVATION DISTRICT  
RESPONSE INSTRUCTIONS

All revised plans must be accompanied by a letter of transmittal that details, on a point-by-point basis, a response to our review letter.

If during our review period other changes are made to the plan, the letter of transmittal should also detail those changes, along with a description of where they are located on the plan.

If revisions are not received within 120 days of the latest review letter, the Board may deny the plan without prejudice.

Applicants anticipating delays beyond that period of time should request, in writing, that the plan be set aside until such time as a revised plan can be submitted. Those plans denied without prejudice will require the submittal of a new certification fee in conformance with the fee schedule in effect at the time of that submittal.

All plans, revisions or new applications must be submitted to the District no later than 10 working days prior to the next regular District meeting to be considered for that meeting.

In those instances where a review letter indicates that insufficient fee was submitted, no further reviews will be conducted until such time as the correct and full fee has been received.



**Variations:** The Planning Board can hear "c" type variance requests – bulk or dimensional type variations relating to front, rear or side yard setback problems, lot size, frontage or lot depth. These applications normally relate to the narrowness or shape of the property or other physical features which uniquely affect the specific piece of property.

After the Planning Board deems the application complete at the meeting, the applicant will be told when to schedule the hearing. Service of the Notice may be either by personal service, handing the Notice to the individuals in question, or by certified mail, return receipt requested, addressed to the last known address of the property owner. This Notice is required to be served or mailed at least ten (10) days prior to the date the secretary sets for the hearing and must be given to all owners of property, either within Hope Township or outside of Hope Township, located within 200 feet in all directions of the property which is the subject of the hearing.

When an application involving the property in question is within 200 feet of an adjoining municipality, notice, either personal or by certified mail, return receipt requested, is required to be made to the clerk of that municipality. Where the application involves property that is adjacent to the existing County Road or proposed road, as shown on the official County map or County Master Plan, or adjoins other County lands, or is within 200 feet of a municipal boundary, notice shall be made to the County Planning Board in question, again, either personally or by certified mail, return receipt requested. On an application involving property adjacent to a NJ highway, again, notice either personally or by certified mail, return receipt requested, must be made to the Commissioner of Transportation.

All addresses shall be obtained by the applicant from the current tax records of Hope Township or from a list of property owners prepared by the Township Tax Assessor upon the applicant's request and the payment of the \$10 fee. All notices given shall state the date, time and place of the hearing, the nature of the application and identify the property in question by street address, if any, and by reference to Lot and Block numbers shown on the current tax map duplicates in the Municipal Tax Assessor's office.

Public notice of the hearing shall be given at least ten (10) days prior to the hearing by publishing notice of the hearing in the Official Newspaper of the Planning Board.

The applicant shall also prepare and sign before a Notary Public one (1) copy of the Affidavit of Proof of Service of Notice as provided with the application and submit this, together with a copy of the required notices to be sent to adjoining property owners, at the hearing. In addition, at the hearing, the applicant shall submit an Affidavit of Publication of the notice in the official newspaper – the affidavit can be obtained from the newspaper.

The applicant will receive a copy of the Board's memorializing Resolution which sets forth in writing the Board's decision and reasons for it, following the Resolution's adoption. No building or zoning permits can be issued to the applicant, following a favorable approval, until the memorializing Resolution is voted upon and adopted, which normally occurs at the next business meeting following the one at which the vote was taken on the application.

**HOPE TOWNSHIP**

**"C" VARIANCE C40:55D-70c**

<b>COMPLIES</b>	<b>DOES NOT COMPLY</b>	<b>N/A</b>
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1. Twelve copies of completed application form.
2. Twelve copies of the plan signed and sealed by a NJ Prof. Land Surveyor or NJ Prof. Engineer, as Required, and folded into 8 ½" x 11" with title block Showing.
3. Payment of all appropriate fees and deposits.
4. Proof of ownership; if the applicant is not the owner, consent of owner to submit application.
5. Certification from Tax collector that all taxes and Assessments are paid to-date.
6. If a corporation or partnership, list the names and addresses of all stockholders or individual partners owning at least 10% of its stock of any class as required by N.J.S.A. 40:55D-48.1 et seq.

**MAP TO INCLUDE THE FOLLOWING:**

7. Metes and bounds description of parcel in question based upon Current land survey information on plat.
8. All property lines shall be from actual survey showing all angles to the nearest ten seconds and all distances to the nearest hundredth of a foot.
9. Key map at same scale as tax map sheet showing location of Tract to be considered in relation to surrounding area. Show all District lines and adjoining zones within 500 feet.
10. Title block containing name of applicant, preparer, tax map sheet, lot and block numbers, date prepared, date of last amendment and zoning district.



11. Each block and lot numbered in conformity with the Municipal Tax map as determined by the Municipal Tax Assessor.
12. Scale of map, both written and graphic.
13. North arrow giving reference to meridian.
14. Signature block for Chairperson and Secretary of the Municipal Agency.
15. Names, lot and block numbers of all property owners within 200 feet Of subject property.
16. All existing and proposed property lines within and immediately Adjoining the tract and all lot lines to be eliminated.
17. Flood plains or flood hazard areas.
18. Natural and manmade watercourse, streams, shorelines and water Boundaries within 200 feet.

I certify that the above checklist items have been accurately shown on the drawings and other application documents submitted with this application.

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Engineer/Surveyor

CHECKLIST – SCHEDULE “B”

Minor Site Plan Minor Subdiv. Preliminary Site Plan Preliminary Major Subdiv. Final Site Plan Final Major Subdiv.

**PLAT SPECIFICATIONS**

1. The plat to be clearly and legibly drawn at an accurate scale of not less than 1" equals 100' and shall be based on actual survey of the portion being subdivided, certified by a licensed NJ surveyor. The remainder lot need not be based on an actual survey if the remainder lot can be further subdivided without a variance or waiver.
2. Sheet size either 15 x 21; 24 x 36 or 30 x 42.
3. Plans shall be prepared by a license NJ architect of NJ licensed engineer if application involves the location of proposed buildings and their relationship to the site and the immediate environs.
4. Plans shall be prepared by a licensed NJ architect, licensed NJ planner or licensed NJ engineer if application involves the location of drives, parking layout, pedestrian circulation and means of ingress and egress.

5. Plans shall be prepared by a licensed engineer if Application involves drainage facilities for site plans Of 10 acres or more; or involving stormwater Detention facilities or traversed by a water course.
6. When more than one sheet is required, an index Sheet of the same dimensions shall be filed showing The entire subdivision on one sheet and each separate Sheet shall show references to the adjoining sheets, at a scale of not less than one inch equals 200 feet and in compliance with the provisions of N.J.S.A. 46:23 et seq (Map Filing Law) as amended.

**GENERAL INFORMATION**

7. Metes and bounds description of parcel in question Based on current land survey information (on plat).
8. Property line shall be show in degrees, minutes and Seconds and feet.
9. Key map at same scale as tax map sheet showing Location of tract to be considered in relation to surrounding area. Show all zone district lines and adjoining zones within 200 feet.

10. Title block containing name of applicant, preparer, Tax map sheet, Lot and block numbers, date prepared, date of last amendment and Zoning district.
11. Each block and lot numbered in conformity with The municipal tax map as determined by the municipal tax assessor.
12. Scale of map, both written and graphic.
13. North arrow giving reference meridian.
14. Space for signatures of Chairman and Secretary Of the municipal agency.
15. Names, lot and block numbers of all property owners Within 200 feet of the subject property.
16. All existing and proposed property lines within and immediately adjoining the tract and all lot lines to Be eliminated. All lot lines based on survey shall be Shown to one hundredth of a foot, bearings to at Least 10 seconds and curve data with radius, central Angle and arc length.

17. Zoning district in which the parcel is located, indicating All setbacks.
18. Lot coverage, height, floor area ratio and density, both As to required and proposed. Indicate the above both Written and graphically.
19. Acreage of affected parcel to the nearest thousandth Of an acre (3 decimal places).
20. Number of lots following subdivision including areas in Acres if one acre or over or in square feet if under One acre.
21. The name, address, phone number and signature of the Owner, subdivider and person preparing plat.
22. The final plat shall show the following information:
  - A. Cross-section, profiles and established Grades of all streets as approved by the Township engineer.
  - B. Plans and profiles of all storm and sanitary Sewers and water mains as approved by The Township engineer.

- C. Location and description of all monuments as required with at least one corner of the subdivision ties into The NJ Grid Coordinate System Benchmark(s) with data on the plat As to how the bearings are determined. All dimensions, angles, bearings given on The map must be referred to at least two Monuments not less than 300 feet Apart which shall be indicated on the map.

**NATURAL FEATURES (TOPOGRAPHY OF THE SITE AND WITHIN 200' THEREOF)**

- 23. Contours to determine the natural drainage of the land. Intervals shall be up to 10% grade - 2 feet, over 10% Grade – 5 feet.
- 24. Contours to determine the natural drainage of the land Shall be at 10 foot intervals.
- 25. Cliffs and rock outcroppings.
- 26. Flood plains or flood hazard areas.

27. Natural and manmade watercourse, streams, shorelines, And water boundaries and encroachment lines within 200 feet of portion to be subdivided.
28. Aquifer recharge areas, including safe sustained Ground water yield within 200 feet.
29. Wooded areas indicating predominant species and Size within 200 feet of portion to be subdivided.
30. Location of trees 12" or more in diameter, as Measured 1' above ground level, outside of wooded Areas, designating species of each.
31. Areas in which construction is precluded due to Presence of stream corridors and/or steep slopes.
32. All existing and proposed watercourses (including Lakes, ponds, aquifers, marsh areas) shall be shown And accompanied by the following:
  - A. When a running stream with a drainage area of ½ sq. mi. or greater is proposed for alteration or Relocation, or when a structure or fill is proposed Over, under, in or along such running stream, Evidence of approval, required alterations, lack Of jurisdiction or denial of the improvements

By the NJ Div. of Water Resources shall  
 Accompany subdivision.

B. Cross-sections and profiles of water-  
 Courses at a scale of 1' = 5 ft. showing  
 The extent of floodway and flood hazard  
 Area, top of bank, normal water level  
 And bottom elevations at the following  
 Locations:

1. At 50' intervals for a distance of 500 ft.  
 Upstream and downstream of any  
 Proposed culvert or bridge within the  
 Subdivision and/or within 1000 ft.  
 Downstream of the subdivision.
2. At 50' intervals for 300 ft. upstream  
 And downstream of any point in  
 Juncture of 2 or more watercourses  
 Within the subdivision and/or 1000 ft.  
 Downstream of the subdivision.
3. At a maximum of 500 ft. intervals but no  
 Less than 2 locations, along each water-  
 Course which runs through or within  
 500 ft. of the subdivision.
4. At any point where a watercourse crosses a  
 Boundary of the subdivision.



Minor Site Plan    Minor Subdiv.    Preliminary Site Plan    Preliminary Major Subdiv.    Final Site Plan    Final Major Subdiv

- 5. When ditches, streams, brooks or water-Courses are to be altered, improved or Relocated, the method of stabilizing Slopes and measures to control erosion And the siltation as well as typical ditch Sections and profiles shall be shown on the Plat or accompany it.
  
- C. The total acreage in the drainage basin of any Watercourse running through or adjacent to a Subdivision in the area upstream of the Subdivision.
  
- D. The total acreage in the drainage basin to the Nearest downstream drainage structure and The acreage of that portion of the subdivision That drains to the structure.
  
- E. The location and the extent of drainage and Conservation easements and stream Encroachment lines.
  
- F. The location, extent and water level elevation of All existing or proposed lakes or ponds within or adjacent to the subdivision.

- G. The plans and computations for any storm drainage Systems, including all existing or proposed storm Sewer lines within or adjacent to the subdivision Showing size and profile of the lines, direction of The flow and the location of each catch basin, Inlet, manhole, culvert and headwall.
  
- H. The plans and computations for any drainage System including the location and extent of Any proposed dry wells, groundwater recharge Basins, retention basins, detention basins, flood Control devices, sedimentation basins and other Water conversation devices.
  
- 33. All areas to be disturbed by grading and construction.
  
- 34. Locations of existing structures and the shortest distances From existing and proposed property lines.
  
- 35. Location and type of existing easements or rights-of-way Including power lines.
  
- 36. Location of existing railroads, bridges, culverts, Drainage pipes, water and sewer mains and other manmade installations affecting the tract.

- 37. Location of existing wells and septic systems within 200 ft. of new lots being created (including remainder lot unless remainder can be further subdivided).
- 38. When on-lot water and/or on-lot sewage disposal are proposed, the plat shall be accompanied by the results of all passing and failing percolation test(s) and soil log(s). The percolation test(s) and soil log(s) shall have been located on each proposed lot and at the proposed site, if possible, of the septic system. Appropriate additional locations in the leech field Within each site shall be accompanied by the Approval of the appropriate Township and State Agencies. The percolation test(s) and soil log(s) shall include al data required by the Township and State agencies including, but not limited to, the date of the test(s), the location of each test shown on the plat, cross section of the soil to a depth of at least 10 ft. below finished grade, ground water level, the rate of percolation, the weather conditions prevailing at the time of the test(s) as well as the preceding 24 hours.
- 39. Plans and profiles of proposed utility layouts, such as sewers, storm drains, water, gas and electric, showing feasible connections to existing or proposed utility systems.

40. If any service will be provided by an existing utility company, a letter from the company shall be submitted stating that service will be available before the occupancy of any proposed structures.
41. Location and description of monuments whether Set or to be set.
42. Location, names and widths of all existing and Proposed streets and roads on the property Within 200 ft. of the tract.
43. Location, names and widths of all existing and proposed streets and roads on the property and within 300 ft. of the tract.
44. Required road dedication.
45. Road orientation (as it relates to energy).
46. Sketch of prospective future street system of the entire tract where a preliminary plat covers only a portion thereof.

47. Plans, cross-sections, center line profiles, tentative grades and details of all proposed streets and of the existing streets abutting the subdivision based on the vertical datum specified by the Township engineer together with full information as to the disposal of surface drainage and including plans, cross-sections and profiles of curbing, sidewalks, storm and drainage structures. Typical street cross-sections shall indicate type of and width of pavement and the location of curbs, sidewalks and shade plantings. At intersection, the sight triangles, radii or curb lines and street sign locations shall be clearly indicated.

**MISCELLANEOUS**

48. Proposed sight easements where required.

49. Proposed drainage easements where required.

50. Natural resources inventory information including:

- A. Soil types as shown by the current Soil Conservation Survey maps.
- B. Soil depth to restrictive layers of soil.
- C. Soil depth to bedrock of 10 ft. maximum.
- D. Permeability of the soil by layers.
- E. Height of soil water table and type of water table.

Minor Site Plan Minor Subdiv. Preliminary Site Plan Preliminary Major Subdiv. Final Site Plan Final Major Subdiv

- F. Flood plain soil (status).
  - G. Limitation for foundation.
  - H. Limitation for septic tank absorption field  
Where applicable.
  - I. Limitation for local roads and streets.
  - J. Agricultural classifications.
  - K. Erosion hazards.
51. Landscaping plan including the types, quantity, size, and location of all proposed plantings.
52. Soil erosion and Sediment Control Plan consistent with the requirements of the local soil conservation district.
53. Design calculations showing proposed drainage facilities to be in accordance with the appropriate drainage run-off requirements.
54. The purposes of any proposed easement of land reserved or dedicated to the public or common use shall be designated and the proposed use of sites other than residential shall be noted.
55. Any sections for which a waiver is specifically being Requested and a narrative paragraph explaining Why the Applicant is entitled to such waiver.

Minor Site Plan Minor Subdiv. Preliminary Site Plan Preliminary Major Subdiv. Final Site Plan Final Major Subdiv

56. Lighting plan.

57. Consideration for fire protection should be considered and reviewed with local Fire Department.