



EVESHAM CODE

Submission Requirements Checklist

Item Number	Submission Requirements								Item Description	Status						
	Minor				Major					Complete	Not	Exemption	Incomplete			
	Concept Plan	Subdivision	Site Plan	General Development	Preliminary	Final	Subdivision	Site Plan						Zoning		
1.		•	•	•	•	•	•	•	•	A Site Plan prepared by a registered New Jersey Architect, Planner, Engineer and /or surveyor, in accordance with the requirements of N.J.A.C. 13:40-7.1, <u>et seq.</u>	Applicant	✓				
											Official Use					
2.		•	•	•	•	•	•	•	•	An environmental assessment report pursuant to Ordinance 3-2-97 conforming with the current ASTM Standards.	Applicant			✓		
											Official Use					
3.		•	•	•	•	•	•	•	•	An environmental impact report and a cultural resources survey.	Applicant			✓		
											Official Use					
4.		•	•	•	•	•	•	•	•	A traffic impact study prepared, signed and sealed by a registered professional engineer of New Jersey. Zoning <u>may</u> require a traffic impact study depending on size and type of application as required by the Traffic Consultant or the Board.	Applicant			✓		
											Official Use					
5.		•	•	•	•	•	•	•	•	If the site is located on a county road or development will affect county drainage, a certification that an application and all the required supporting documentation has been filed with the Burlington County Planning Board. A copy of the approval by the Burlington County Planning Board shall be submitted with the final application.	Applicant	✓				
											Official Use					
6.		•				•			•	For map, use one of four standardized sheets:	Applicant	✓				
										24" x 36" 8.5" x 13"	Official Use					
										30" x 42" 15" x 21"						
THE PLAN(S) SHALL CONTAIN:																
7.		•	•	•	•	•	•	•	•	Name, address, telephone, and fax numbers of owner and applicant.	Applicant	✓				
											Official Use					
8.		•	•	•	•	•	•	•	•	Source and date of current property survey prepared and sealed by a registered New Jersey land surveyor.	Applicant	✓				
											Official Use					
9.		•	•	•	•	•	•	•	•	Name, signature, license number, seal and address of engineer, land surveyor, architect, professional planner and /or landscape architect, as applicable, involved in preparation of plat.	Applicant	✓				
											Official Use					
10.		•	•	•	•	•	•	•	•	Title block denoting date of preparation, date(s) of revision(s), type of application, tax map sheet, county, name of municipality, block and lot, and street location.	Applicant	✓				
											Official Use					
11.		•	•	•	•	•	•	•	•	Revision box with dates of preparation and revision.	Applicant	✓				
											Official Use					



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					Subdivision	Site Plan	Subdivision	Site Plan	Site Plan							
12.	•	•	•	•								Applicant				
												Official Use				
13.					•	•	•	•	•	•		Applicant				
												Official Use				
14.	•	•	•	•	•	•	•	•	•	•		Applicant				
												Official Use				
15.												Applicant				
			•		•					•		Official Use				
16.				•								Applicant				
												Official Use				
17.		•	•	•	•	•	•	•	•	•		Applicant				
												Official Use				
18.		•								•		Applicant				
												Official Use				
19.		•			•					•		Applicant				
												Official Use				
20.		•										Applicant				
												Official Use				
21.										•		Applicant				
												Official Use				



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22.	*	*	*	*	*	*	*	*	*	*	Acreage of tract to nearest tenth of an acre. Include equivalent square feet for major subdivisions and major site plans, preliminary or final. Tax Map data is sufficient for concept plan.	Applicant	✓			
												Official Use				
23.	*	*	*	*	*	*	*	*	*	*	All existing streets, adjoining uses, structures, wells, septic systems, driveways, watercourses, floodplains, wetlands or other environmentally sensitive areas on and within 200 feet of site to the extent known (survey of adjacent property).	Applicant	✓			
												Official Use				
24.	*	*	*	*	*	*	*	*	*	*	Existing rights-of-way and/or easements on and within 200 feet of tract (for concept plan only, Tax Map data sufficient).	Applicant	✓			
												Official Use				
25.	*			*							Topographical features of subject property from best, readily available published (public) source.	Applicant			✓	
												Official Use				
26.		*	*		*	*	*	*			Existing and proposed contour intervals based on USC and GS data. Contours to extend at least 200 feet beyond subject property as follows: Up to 3% grade = 1 foot; Between 3% and 10%=2 feet; 10%+ grade = 5 feet.	Applicant			✓	
												Official Use				
27.	*			*						*	Boundary, limits, nature and extent of wooded areas, and other significant physical features.	Applicant				
												Official Use				
28.		*	*		*	*	*	*			Boundary, limits, nature and general extent of wooded areas, specimen trees of eight inches or more in diameter measured four feet above grade, and other significant physical features (map all and indicated those to be disturbed).	Applicant	✓			
												Official Use				
29.	*	*	*		*	*	*	*		*	All proposed lot lines, area of lots in square feet (approximate for concept plan), and setback lines.	Applicant	✓			
												Official Use				
30.	*	*	*	*	*	*	*	*	*	*	Size and location of any existing or proposed uses or structures (including wells and septic) with all setbacks dimensioned, including any buildings or structures to be removed (for concept plan and general development plan, general location only).	Applicant	✓			
												Official Use				
31.			*	*		*	*	*			Gross floor area per building and floor area ratio (FAR).	Applicant	✓			
												Official Use				
32.			*	*		*	*	*			Square footage allocation of uses per building.	Applicant	✓			
												Official Use				
33.			*	*		*	*	*			Distance between buildings.	Applicant	✓			
												Official Use				
34.			*	*		*	*	*			Multiple buildings identified with letters or numbers.	Applicant	✓			
												Official Use				



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35.	•			•							Location and dimensions of any existing or proposed streets (general location only).	Applicant				
												Official Use				
36.		•	•		•	•	•	•			Location and dimensions of any existing or proposed streets, rights-of-way, and pavement widths.	Applicant	✓			
												Official Use				
37.	•		•		•	•	•	•			Parking plan, where applicable, showing spaces (size and type), aisle width, islands, curb cuts, drives, driveways, and all ingress and egress areas and dimensions (for concept plan, general information only).	Applicant	✓			
												Official Use				
38.			•		•		•				Distances between parking areas and driveway(s) to nearest property line.	Applicant	✓			
												Official Use				
39.			•		•		•				Number of parking stalls per row.	Applicant	✓			
												Official Use				
40.			•	•	•		•				Schedule of number of parking stalls per use required by ordinance. The number of parking stalls proposed.	Applicant	✓			
												Official Use				
41.			•		•		•				Radii for all turning areas and designated design vehicle.	Applicant	✓			
												Official Use				
42.			•		•		•				Location and dimensions of adjacent and opposite driveway and street intersections.	Applicant	✓			
												Official Use				
43.			•		•		•				Location of traffic control devices including signs, pavement markings, parking prohibitions and fire lanes.	Applicant	✓			
												Official Use				
44.			•		•		•				Location and dimensions of loading/unloading areas.	Applicant		✓		
												Official Use				
45.			•		•		•				Architectural elevations for all sides of building indicating height from grade, roof pitch, roof-mounted utilities, signs and materials in color.	Applicant			✓	
												Official Use				
46.		•	•	•	•	•	•	•			Copy and/or delineation of any existing or proposed deed restrictions or covenants.	Applicant	✓			
												Official Use				
47.	•	•	•	•	•	•	•	•			Any existing easement or land reserved for or dedicated to public, utility, or conservation use, or restricted by reason of wetlands or wetland buffers, and any organizations for the ownership and maintenance of open space required by the MLUL (N.J.S.A. 40:55D-43) (for concept plans, general location suffices).	Applicant	✓			
												Official Use				



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48.		•	•		•	•	•	•		Any proposed easement or land reserved for or dedicated to public, utility, or conservation use, or restricted by reason of wetlands or wetland buffers, and any organizations for the ownership and maintenance of open space required by the MLUL (N.J.S.A. 40:55D-43).	Applicant				
											Official Use				
49.		•	•		•	•	•	•		Sight triangles.	Applicant				
											Official Use				
50.				•	•	•	•	•		Development stages or staging plans.	Applicant				
											Official Use				
51.			•		•			•		A soil erosion and sediment control plan which indicates: the location of the proposed development, the total area of development, and the total amount of earthwork in cubic yards.	Applicant				
											Official Use				
52.					•	•				Existing system of drainage of subject site and preliminary design of proposed system of drainage (including preliminary drainage calculations).	Applicant				
											Official Use				
53.							•	•		Detailed engineering design of proposed system of drainage of subject site.	Applicant				
											Official Use				
54.					•	•	•	•		Drainage area map for existing and developed site condition.	Applicant				
											Official Use				
55.							•	•		Final drainage calculations.	Applicant				
											Official Use				
56.				•						An environmental inventory including a general description of natural and cultural resources, and the probable impact of the development on the environmental attributes of the site.	Applicant				
											Official Use				
57.				•						An open space plan showing the proposed land area of parks and conservation set-asides, improvements proposed, and plans for their operation and maintenance.	Applicant				
											Official Use				
58.					•	•	•	•		Recreation facilities plan and details, where applicable.	Applicant				
											Official Use				
59.		•	•	•	•	•				General soil information from best, readily available, published source.	Applicant				
											Official Use				
60.										Location of soil borings.	Applicant				
											Official Use				
61.					•	•	•	•		Will topsoil be removed from the site and/or transported outside municipal boundaries? If yes, explain.	Applicant				
											Official Use				



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62.				•							A community facility plan including, but not limited to, educational or cultural facilities, historic sites, libraries, hospitals, firehouses, and police stations.	Applicant					
63.	•	•	•		•	•	•	•			Plan includes barrier-free subcode requirements, if applicable.	Applicant	Official Use	✓			
64.		•	•		•	•	•	•			Construction details as required by the residential site improvement standards, including cross-section details of all drainage systems and details for roads, sidewalks, stormwater management systems, water supply, and sanitary sewers.	Applicant	Official Use	✓			
65.		•						•			New block, lot and street identification numbers confirmed with local Assessor or municipal designee.	Applicant	Official Use				
66.					•	•	•	•			Proposed street names when new road(s) proposed.	Applicant	Official Use				
67.	•										Vehicular and pedestrian circulation patterns (general).	Applicant	Official Use				
68.		•	•	•	•	•	•	•			Proposed vehicular and pedestrian circulation and utility infrastructure plans, including disposal of sanitary sewage, water, stormwater management. All other utilities may be shown by footnote.	Applicant	Official Use	✓			
69.		•	•					•	•		Where residential construction is contemplated, subsurface disposal testing where using septic systems.	Applicant	Official Use			✓	
70.				•	•	•	•	•			Air quality study pursuant to § 160-15B for any residential development of 100 or more units and any other development with more than 100 parking spaces.	Applicant	Official Use				
71.		•	•		•			•			Finished spot elevations at all property corners.	Applicant	Official Use			✓	
72.								•		•	Finished spot elevations at all building corners and finished first floor elevations of proposed buildings.	Applicant	Official Use				
73.					•	•	•	•			Road and paving cross-sections (at fifty-foot intervals) and profiles.	Applicant	Official Use				
74.			•		•	•	•	•			Landscape plan and details, including proposed grading; location of proposed landscape areas; underground utilities; corner sight distance triangles for all intersections; location, size and species of existing trees having a 5" dbh or greater; trees to be removed; location and species of trees in adjoining public right-of-way.	Applicant	Official Use			✓	



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75.			•		•	•	•	•		Tree protection management plan, when tree removal is proposed.			✓		
76.			•		•	•	•	•		List of all plant material to be used, including both botanical and common name; quantity and size at the time of planting; root condition or container for each plant; planting details for deciduous trees, coniferous trees and shrubs.	Applicant	✓			
											Official Use				
77.			•		•	•	•	•		Lighting plan and details, including location, height, light distribution and a catalogue cut for each light fixture, either building mounted or freestanding.	Applicant			✓	
											Official Use				
78.			•		•	•	•	•		Site identification signs, traffic control signs, and directional signs. Sign details, including for each sign location, elevation materials, color, copy and style of lettering, lighting and square footage per sign.	Applicant	✓			
											Official Use				
79.			•		•			•		Location of containers for solid waste, including recyclables, and design/details of containers.	Applicant	✓			
											Official Use				
80.			•		•			•		Preliminary architectural plan and elevations (required where new building or alterations to existing building are proposed).	Applicant		✓		
											Official Use				
81.			•		•	•	•	•		Location of nearest existing and proposed fire hydrant within 500 feet of the property.	Applicant		✓		
											Official Use				
82.			•		•			•		Location of all other existing and proposed utilities including, but not limited to, electric, gas, telephone, cable television.	Applicant			✓	
											Official Use				
83.		•	•	•	•	•	•	•	•	List of required regulatory approvals or permits.	Applicant	✓			
											Official Use				
84.	•	•	•	•	•	•	•	•	•	List of variances requested or obtained (for a concept plan, only in general terms).	Applicant	✓			
											Official Use				
85.		•	•		•	•	•	•	•	Requested or obtained design waivers or exceptions.	Applicant	✓			
											Official Use				
86.								•		A letter containing a list of all items not installed or completed and to be covered by a performance guarantee, with quantities/cost of each item and the total cost of all items.	Applicant				
											Official Use				
Additional Requirements for a Gasoline Service Station or Public Garage:															
87.										Distance to nearest lot line of any church, school or library.	Applicant				
											Official Use				



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88.										Distance to nearest property line of any other garage, service station, gas stations, motor vehicle repair shop or yard, and motor vehicle storage yard within 1,500 feet or less	Applicant				
											Official Use				
Additional Requirements for a Fast-Food Restaurant:															
89.										Specifics regarding noise impact on adjoining properties and uses; lighting, glare and reflection on adjoining properties and uses; and odors on adjoining properties and uses.	Applicant				
											Official Use				
90.										Distance to nearest property line of any existing fast-food restaurants.	Applicant				
											Official Use				
Additional Requirements for an Adult Bookstore and/or Retail:															
91.										Distance to nearest property line of any residential district or dwelling; religious, charitable or nonprofit institution, park, community center, playground, recreation center, or similar; premises licensed for the sale or distribution of alcoholic beverages.	Applicant				
											Official Use				
Additional Requirements for an Arcade															
92.										Distance to nearest property line of any existing primary or secondary school.	Applicant				
											Official Use				