

LAND USE REGULATIONS

94 Attachment 1

For Staff Use:	
Application No.	_____
Block/Lot	_____
Date Submitted	_____

**Township of Evesham
Land Development Checklist**

For Staff Use:	
Applicant: _____	Zoning Board _____
	Planning Board _____
Plan Name _____	Application fee \$_____
	Collected by _____
	Escrow fee \$_____
	Collected by _____

General Submission Requirements for All Plans

- | | |
|---|----------------|
| A. Nineteen copies of application reports and plans for development required to be submitted: | |
| Zoning Board of Adjustment | _____ <u>X</u> |
| Planning Board | _____ <u>X</u> |
| B. All applicable entries on the application form are completed | _____ <u>X</u> |
| C. Application form is signed by applicant and owner | _____ <u>X</u> |
| D. Escrow agreement is signed and submitted | _____ <u>X</u> |
| E. Certification from Tax Collector that taxes are paid | _____ <u>X</u> |
| F. Completed checklist submitted | _____ <u>X</u> |
| G. Plans are folded to 12" x 15" size and collated for each set | _____ <u>X</u> |

EVESHAM CODE

Submission Requirements Checklist

Submission Requirements										Item Description	Status				
Minor					Major						Complete	Not	Exemption	Incomplete	
Item Number	Concept Plan	Subdivision	Site Plan	General Development	Preliminary	Site Plan	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, et seq.	Applicant	X			
											Official Use				
2.		•	•	•	•	•	•	•	•	An environmental assessment report pursuant to Ordinance 3-2-97 conforming with the current ASTM Standards.	Applicant	X			
											Official Use				
3.		•	•	•	•	•	•	•	•	An environmental impact report and a cultural resources survey.	Applicant	X			
											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	X			
											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	X			
											Official Use				
6.		•			•		•			For map, use one of four standardized sheets: 24" x 36" 8.5" x 13" 30" x 42" 15" x 21"	Applicant				
											Official Use				
THE PLAN(S) SHALL CONTAIN:															
7.	•	•	•	•	•	•	•	•	•	Name, address, telephone, and fax numbers of owner and applicant.	Applicant	X			
											Official Use				
8.		•	•	•	•	•	•	•	•	Source and date of current property survey prepared and sealed by a registered New Jersey land surveyor.	Applicant	X			
											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	X			
											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	X			
											Official Use				
11.		•	•	•	•	•	•	•	•	Revision box with dates of preparation and revision.	Applicant	X			
											Official Use				

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					Subdivision	Site Plan	Subdivision	Site Plan								
12.	•	•	•	•							Applicant					
											Official Use					
13.					•	•	•	•	•	•	A key map at a specified scale with a North arrow, showing location of tract with reference to surrounding properties, zone lines, abutting zones, and municipal boundaries within 500 feet.	Applicant	X			
											Official Use					
14.	•	•	•	•	•	•	•	•	•	•	A schedule of mandated and provided zone district(s) requirements, including lot area, width, depth, yard setbacks, building coverage, open space, and parking.	Applicant	X			
											Official Use					
15.											Schedule of proposed and required percentage of lot clearing, percentage of impervious coverage, and percentage of vegetated area remaining after development.	Applicant	X			
			•								Official Use					
16.				•							A general land use plan at a scale specified by ordinance, indicating the tract area and general location of the land uses to be included. (Residential density and a nonresidential floor area ratio shall be provided. Extent to which municipal housing obligation under the Fair Housing Act, P.L. 1985, c. 222, will be fulfilled shall be included.)	Applicant	X			
											Official Use					
17.		•	•	•	•	•	•	•	•	•	Signature blocks for Chairperson, Secretary, Municipal Clerk (if posting of a bond is required for monument or municipal improvements), and Municipal Engineer.	Applicant	X			
											Official Use					
18.		•									If applicant intends to file map, appropriate certification blocks as required by the Map Filing Law.	Applicant				
											Official Use					
19.		•			•						Where applicable, proposed monumentation as specified by the Map Filing Law.	Applicant				
											Official Use					
20.		•									Metes and bounds description showing dimensions, bearings, curve data, length of tangents, radii, arcs, chords and central angles for all centerlines and rights-of-way, utility easements, and sight-triangle easements.	Applicant				
											Official Use					
21.										•	Metes and bounds description showing dimensions, bearings, curve data, length of tangents, radii, arcs, chords and central angles for all center lines and rights-of-way, utility easements, sight triangle easements and center line curves on streets.	Applicant				
											Official Use					

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	Minor			Major							Zoning		Complete	Not	Exemption	Incomplete
	Concept Plan	Subdivision	Site Plan	General Development	Subdivision	Site Plan	Subdivision	Site Plan	Preliminary							
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	X			
												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	X			
												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	X			
												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	X			
												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	X			
												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	X			
												Official Use				
31.			•	•		•		•			Gross floor area per building and floor area ratio (FAR).	Applicant	X			
												Official Use				
32.			•	•		•		•			Square footage allocation of uses per building.	Applicant	X			
												Official Use				
33.			•	•		•		•			Distance between buildings.	Applicant	X			
												Official Use				
34.			•	•		•		•			Multiple buildings identified with letters or numbers.	Applicant	X			
												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	X			
												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	X			
												Official Use				
38.			•		•		•				Distances between parking areas and driveway(s) to nearest property line.	Applicant	X			
												Official Use				
39.			•		•		•				Number of parking stalls per row.	Applicant	X			
												Official Use				
40.			•	•	•		•				Schedule of number of parking stalls per use required by ordinance. The number of parking stalls proposed.	Applicant	X			
												Official Use				
41.			•		•		•				Radii for all turning areas and designated design vehicle.	Applicant	X			
												Official Use				
42.			•		•		•				Location and dimensions of adjacent and opposite driveway and street intersections.	Applicant	X			
												Official Use				
43.			•		•		•				Location of traffic control devices including signs, pavement markings, parking prohibitions and fire lanes.	Applicant	X			
												Official Use				
44.			•		•		•				Location and dimensions of loading/unloading areas.	Applicant	X			
												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	X			
												Official Use				
46.		•	•	•	•	•	•	•			Copy and/or delineation of any existing or proposed deed restrictions or covenants.	Applicant	X			
												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	X			
												Official Use				

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	Concept Plan	Subdivision	Site Plan	General Development	Preliminary Subdivision	Final Site Plan	Subdivision	Site Plan	Zoning						
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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					Subdivision	Site Plan	Subdivision	Site Plan								
62.				•							A community facility plan including, but not limited to, educational or cultural facilities, historic sites, libraries, hospitals, firehouses, and police stations.	Applicant				
												Official Use				
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.			X		
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	X			
											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		X		
											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	X			
											Official Use				
79.			•		•			•		Location of containers for solid waste, including recyclables, and design/details of containers.	Applicant	X			
											Official Use				
80.			•		•			•		Preliminary architectural plan and elevations (required where new building or alterations to existing building are proposed).	Applicant	X			
											Official Use				
81.			•		•	•	•	•		Location of nearest existing and proposed fire hydrant within 500 feet of the property.	Applicant	X			
											Official Use				
82.			•		•			•		Location of all other existing and proposed utilities including, but not limited to, electric, gas, telephone, cable television.	Applicant	X			
											Official Use				
83.		•	•	•	•	•	•	•	•	List of required regulatory approvals or permits.	Applicant	X			
											Official Use				
84.	•	•	•	•	•	•	•	•	•	List of variances requested or obtained (for a concept plan, only in general terms).	Applicant	X			
											Official Use				
85.		•	•		•	•	•	•	•	Requested or obtained design waivers or exceptions.	Applicant		X		
											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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					Subdivision	Site Plan	Subdivision	Site Plan							
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				