

# LAND USE REGULATIONS

94 Attachment 2

## Township of Evesham

### Land Use Board Application Checklist [Added 2-8-2023 by Ord 3-2-2023]

APPLICANT \_\_\_\_\_ BLOCK \_\_\_\_\_ LOTS \_\_\_\_\_ DATE \_\_\_\_\_

1. Application Form(s) and Checklist

- a. Originals: Application Form, Checklists, Reports (Environmental, Traffic, Stormwater, etc), Plans, W9, Agreement to pay fees/escrow agreement and all other initial submittals with signatures.
- b. Application Packet Copies (do not include the W9): Major Site Plans and Subdivisions twenty (20) copies, for all other applications seventeen (17) copies. Reports; two (2) copies of stormwater management reports, two (2) copies of Environmental reports (ESA, Phase 1 etc), and one (1) copy of traffic report. One (1) digital copy of the application packet on a USB drive or equivalent.

Major Site Plans and Major Subdivisions: Of the required 20 sets of plans at least nine (9) should be full size, the remaining eleven (11) may be reduced size. For example, no smaller than: 11"x17"

Minor Site Plans, Minor Subdivisions, and other applications: Of the required 17 sets of plans at least 6 should be full size, the remaining 11 may be reduced size. For example, no smaller than: 11"x17"

2. Application Fees as required; see code 94-10B. including the Fire District review fee as applicable 94-10B.(14)

3. Escrow deposit as required; see code 94-10

4. Certification signed by the Tax Collector (See application packet)

5. Subdivision/Site Plan prepared by a licensed professional containing the following items:

- Development Name of Subdivision/Site Plan
- Name, address, telephone number and email address of applicant
- Name, address, telephone number and email address of owner
- Name, address, telephone number, email address, signature and license number of applicant's professional preparing the plan
- New block and lot numbers and street identification numbers as approved by the Tax Assessor
- Proposed street names when new road(s) are proposed as approved by the Tax Assessor
- Title block showing the type of application, date of preparation of plan, revisions dates, Tax lot block and lot number and street address
- List of all property owners within 200 feet of property
- Scale, written and graphic
- North arrow
- Key Map at not more than 1"-2,000', showing tract boundaries, zone district lines, soils, tax lot
- Schedule of zoning district regulations
- Acreage of tract to the nearest tenth of an acre

- Existing and proposed rights-of-way and/or easements on and within 200 feet of tract boundary, including dimensions of rights of ways and pavement widths
- Existing and proposed contours, extending 200 feet beyond the property boundary
- 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
- Gross floor area and floor area ratio
- Square footage allocation of uses per building
- Distance between buildings
- Multiple buildings identifiers with letters or numbers
- Construction Details
- Cross sections of all drainage systems
- Road and paving cross sections and profiles
- Details for all roads, sidewalks, stormwater management, water supply and sanitary sewer
- Finished spot elevations for all building corners and property corners
- Finish floor elevations for all buildings
- Sight identification sign(s) and directional signs including for each sign location, elevation, materials, color, copy and style of lettering, lighting and square footage of signs
- Location and details of enclosures for solid waste and recyclable containment
- 6. Current Property Survey prepared by a New Jersey licensed land surveyor showing all existing improvements to the property including wooded areas, specimen trees of eight inches or more in diameter measured four feet above ground and other significant physical features.
- 7. Tree Protection Management Plan as required by section 62-56.E
- 8. Traffic Impact Study prepared by a New Jersey licensed engineer for all site plans and major subdivisions as required by section 15-25 through 29 – two copies plus one electronic copy.
- 9. Environmental Assessment Report as required by section 94-24 through 29 – two copies plus one electronic copy
- 10. Environmental Impact Report including a Cultural Resource Survey for all site plans, major subdivisions, and planned development as required by sections 94-13 through 17 – two copies plus one electronic copy.
- 11. For a Subdivision, if the plat is to be filed, a plan prepared in accordance with the Map Filing Law
- 12. For a Subdivision, proposed lot lines, area of lots in square feet and setback lines.
- 13. Utility plan showing sanitary sewer, water, stormwater management and waste disposal.
- 14. Vehicular and Pedestrian circulation patterns and Parking plan showing the following information:
  - Parking Spaces (size and type)
  - Aisle widths, islands, curb cuts (all dimensions)
  - Drives, driveways, and all ingress and egress areas and dimensions
  - Distance between parking areas and driveways to nearest property lines
  - Number of parking spaces per row
  - Schedule of number of parking stalls per use required by ordinance and the number of parking stalls proposed
  - Radii for all turning areas and drive aisles/access ways for designated design vehicles (including but not limited to trash truck and fire vehicles)
  - Location and dimension of adjacent and opposite driveway and street intersections
  - Location of traffic control devices including signs, pavement markings, parking prohibitions and fire lanes
  - Location and dimension of loading and unloading zones
  - Traffic control signs and details
- 15. Architectural elevations for all sides of buildings indicating height from grade, roof pitch, roof mounted utilities, signs and materials in color.

- 16. Floor Plans for commercial and multi-family developments.
- 17. Copy and/or delineation of any existing or proposed deed restrictions and covenants.
- 18. Any existing or proposed easement or land reserved for or dedicated to public, utility or conservation use or restricted by reason of wetlands or wetlands buffers and any organization for the ownership and maintenance of open space required by MLUL.
- 19. Sight triangles.
- 20. Development Stages or staging plans/phasing plan.
- 21. Soil Erosion and Sediment Control Plan including general soil information and location of soil borings
- 22. Drainage Plan and Calculations showing the existing and proposed systems of drainage, detailed engineering design of proposed system of drainage, drainage area map for existing and developed site conditions including the contributing area to each inlet or cross drain, with Attachment D - Major Development Stormwater Summary. See Article IV Design, Installation, Operational Performance Standards and Maintenance of Stormwater Facilities and Stormwater Management Systems for additional checklist required items (Site Development Stormwater Plans and reports for both Pinelands or Non-Pinelands areas should be included in the initial hard copy and e-copy submission).
- 23. Open Space Plan showing the proposed land area of parks, conservation areas, improvements proposed and plans for the operation and maintenance of open space areas.
- 24. Reserved
- 25. Reserved
- 26. Landscape Plan and Details indicating the proposed grading, location of landscape areas, underground utilities; sight triangles; location, size and species of existing trees having a 5" dbh or greater; trees to be removed; tree protection management; list of all plant material to be used including both botanical and common names, quantity and size at time of planting, root condition or container for each plant and planting details.
- 27. Lighting Plan and Details including location, height, light distribution and catalogue cut for each light fixture
- 28. List of required regulatory approvals or permits and copy of application to outside agencies
- 29. List of requested design waivers
- 30. If development is located in the Pinelands area of the Township, a Pinelands Certificate of Filing is required.
- 31. If public water and sanitary sewer are not available, details for well and septic are required
- 32. Completed Green Development Checklist (Chapter 94, Attachment 5)
- 33. Evidence of submission of application to the Evesham Municipal Utilities Authority (or indicate if not applicable)

Please indicate your compliance as follows:

indicates included with submission; NA indicates not applicable; W indicates waiver is requested