

LAND USE

170 Attachment 3

**Quinton Township Land Development Ordinance
CHECKLIST
SCHEDULE C - LAND SUBDIVISION,
PLAT DETAILS AND INFORMATION REQUIREMENTS
[Added 10-6-1993 by Ord. No. 1993-6]**

Applicant Please Check		Verification Official Use Only
	A. Map details. All maps or other documents submitted for subdivision shall contain the following information in addition to specific plat details as required for each approval stage noted herein:	
()	(1) Title and location of the property.	()
()	(2) Name and address of landowner and applicant. If a corporation is the landowner or applicant, then the principal office and name of the president and secretary shall be included.	()
()	(3) Name, address and professional license number and seal of the professional preparing documents and drawings. All plats, except those prepared at the sketch stage, shall be signed and sealed by a licensed land surveyor of the State of New Jersey.	()
()	(4) Place for signature of the Chairman and Secretary of the Planning Board.	()
()	(5) Date of plat and any modifications thereto.	()
()	(6) The following legends shall be on the plat map:	()
	(a) Identification:	
	(SKETCH) or (PRELIMINARY) or (FINAL)	
	SUBDIVISION OF _____	
	LOT _____ BLOCK _____ ZONE _____	
	DATE _____ SCALE _____	
	APPLICANT _____	

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(continued)

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ADDRESS _____

SUBDIVISION CONTROL NO. _____

(b) Consent:

I CONSENT TO THE FILING OF THIS SUBDIVISION
PLAT WITH THE PLANNING BOARD OF QUINTON
TOWNSHIP.

_____ (Owner) _____ (Date)

(c) To be signed before the issuance of a building
permit and incorporated only on a final site plat
of a major subdivision:

I HEREBY CERTIFY THAT ALL THE REQUIRED
IMPROVEMENTS HAVE BEEN INSTALLED OR A BOND
POSTED IN COMPLIANCE WITH ALL APPLICABLE
CODES AND ORDINANCES.

(If Improvements Installed)
_____ (Township Engineer) _____ (Date)

(If Bond Posted)
_____ (Township Engineer) _____ (Date)

_____ Building Permit Issued _____ (Date)

(d) To be incorporated on final plat for major
or sketch plat for minor and signed prior
to issuance of a building permit.

VERIFICATION THAT PAYMENT OF
MUNICIPAL TAXES OR ASSESSMENTS IS
CURRENT.

_____ (Township Clerk) _____ (Date)

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- (e) The appropriate approval signature block is to be incorporated, depending on whether subdivision is a minor or major subdivision.

- [1] Minor subdivision approved. (The deed to the subdivision must be filed with County Clerk within 190 days of the date of Board approval.)

_____ (Date of Board Approval)

_____ (Chairman) _____ (Date)

_____ (Planning Board Secretary) _____ (Date)

- [2] Major subdivision approved (preliminary or final).

_____ (Date of Board Approval)

_____ (Chairman) _____ (Date)

_____ (Planning Board Secretary) _____ (Date)

- (f) Expiration of approval.

EXPIRATION OF APPROVAL

- (1) Major: Preliminary - 3 Years; Final - 2 Years; or

- (2) Minor: 2 Years.

_____ date (without extensions)

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Sketch Plats For Minor or Major Subdivision

- A. Sketch plat details. The sketch plat shall contain the following information, except that the Planning Board may waive any requirement or request additional information where it is clearly appropriate to the particular application:
- () (1) All plats shall be based on accurate information () at a scale of not more than 1 inch equals 100 feet to enable the entire tract to be shown on 1 sheet.
- () (2) A location map showing the entire tract to be () subdivided, giving the accurate location of all existing and proposed property and street lines, at a scale of 1 inch equals 1,000 feet or larger, showing the entire subdivision and its relation to all features shown on the Official Map and Master Plan and located within ½ mile of the extreme limits of the subdivision, and the zoning classification of the proposed subdivision and of adjacent land.
- () (3) The location of existing houses, buildings and other () structures, with accurate dimensions from all existing and proposed lot lines, wooded areas and isolated trees more than 5 inches in diameter, and topography with the portion to be subdivided and within 200 feet thereof at twenty-foot or smaller contour intervals. (United States Geological Survey topographic quadrant map series are acceptable for topography at this stage.)
- () (4) The name of the owner, all adjoining property () owners and those across existing or proposed streets as disclosed by the most recent township tax records.

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Applicant Please Check		Verification Official Use Only
())	(5) The Tax Map sheet, date of revision, block and lot numbers and zone district of the tract proposed to be subdivided.	()
())	(6) The location of existing or proposed streets, roads, easements, public rights-of-way, streams, bridges, culverts, drainage ditches and natural watercourses in and within 500 feet of the subdivision. Also, indicate all Township Master Plan proposals on-site or off-tract within 500 feet of the proposed subdivision. In assembling the required data, the applicant shall be required to rely only on existing information available from the township's Master Plan documents, natural resource inventory and engineering data available from the Township Engineer.	()
())	(7) The original and proposed lot layout, lot dimensions, all required setback lines and lot area of each lot in square feet and acreage. Lots shall be designated by letters for minor subdivisions and by consecutive numbers for major subdivisions until given official lot number designations by the Township Engineer	()
())	(8) As determined by the Board of Health, the location of all percolation tests, including those that failed, and soil logs conducted at the expense of the applicant and approved by the Board of Health shall be shown on the plat.	()
())	(9) As applicable, date of original preparation and date of revision, if any, of plat, as well as old name if submitted previously under different title.	()
())	(10) A preliminary environmental impact statement as outlined in Article XI, § 170-90, of the Quinton Township Land Development Ordinance (QTLDO).	()

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()	(11) Acreage of tract to be subdivided to the nearest 1/10 of an acre and, if open space cluster, area of the open space.	()
())	(12) A concept landscape plan, prepared by a certified or licensed landscape architect, showing existing structure and existing woodlands, isolated trees greater than 5 inches in caliper, existing topographic contours and all other natural features.	()
()	(13) An aerial photograph on the drawings with the site boundaries outlined to evaluate the effects upon existing vegetation and surrounding land uses.	()
Preliminary Major Subdivision		
()	A. Preliminary plat details. The preliminary plat shall be clearly and legibly drawn or reproduced at a scale of not less than 1 inch equals 100 feet and shall contain or be accompanied by the following information, except that the Planning Board may waive any requirement or request additional information where it is clearly appropriate to the particular application:	()
())	(1) A key map at a scale not smaller than 1 inch equals 1,000 feet, showing the relation of the portion to be subdivided to the entire tract and the relation of the entire tract to the neighborhood for at least 1,000 feet beyond its boundaries.	()

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Applicant Please Check	Verification Official Use Only
()	(2) The tract name, Tax Map sheet, block and lot number, date reference meridian, graphic scale and the following names and addresses: ()
())	(a) Name and address of record owner or owners. ()
())	(b) Name and address of the subdivider and, if a partnership or corporation, names of all individuals having more than 10% ownership. ()
())	(c) Name and address of the person who prepared plat. ()
()	(d) Names of adjacent and facing owners. ()
()	(3) Acreage of tract to be subdivided to the nearest 1/10 of an acre. ()
())	(4) Contours at five-foot intervals for slopes averaging 10% or greater and at two-foot intervals for land of lesser slope shall be required. Contours shall be in the United States Coast and Geodetic Control Survey datum. At least 2 permanent bench marks for each 50 acres or portion thereof shall be established on opposite ends of the proposed subdivision, and their locations, descriptions and elevations shall be noted on the preliminary plat. For preliminary applications only, the applicant may rely on existing topographic information on file in the Township Engineer's office, provided that there have been no major changes in the site's topography and that, if requested by the Township Engineer, specific portions of the site topography will be updated, if required, at the applicant's expense, to approve the project's storm-water control drainage plan. ()

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SCHEDULE C - LAND SUBDIVISION, PLAT DETAILS AND INFORMATION REQUIREMENTS (continued)

Applicant Please Check	Verification Official Use Only
())	(5) The location of existing and required setback lines, () streets within 200 feet of the subdivision, the location of existing and proposed buildings, watercourses, floodplains, railroads, bridges, culverts, drainpipes and all natural features such as wooded areas and rock formations. Also, all Township Master Plan proposals on-site or off-tract within 500 feet of the proposed subdivision shall be indicated.
())	(6) When a public sewage disposal system is not avail- () able, the current rules, regulations and procedures of the County Board of Health shall be followed in submission of sufficient percolation test and soil log data that will enable the Board of Health to make a recommendation to the Township Planning Board. An adverse report by the Board of Health shall be deemed as sufficient grounds for the Planning Board. The Planning Board will not reconsider any subdivision, or portion thereof, so disapproved until the requirements of the Board of Health are met.
()	(7) A copy of any protective covenants or deed () restrictions applying to the land being subdivided shall be submitted with the preliminary plat.
())	(8) Plans and profiles showing proposed utility layouts () (sanitary sewers, storm drains, water, gas, electric, detention basins, etc.), showing feasible connections to existing or proposed utility systems. Cross sections of streets may be required by the Township Engineer. Locations of fire hydrants and streetlights shall be established with the aid of the township fire protection official and the Township Engineer, respectively.
()	(9) The proposed names of all streets within the () subdivision shall be shown and shall be subject to approval by the Planning Board.

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(continued)

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())	(10) Each block and lot shall be numbered in accordance with the system of numbers which will ultimately be the numbers shown on the Township Tax Map.	()
() computations	(11) A drainage plan shall be submitted which shall show the existing contours, proposed finished grade elevations at street intersections and breaks in grade, proposed rates of grades of streets, locations of drainage subbasin limits, proposed method of block drainage, including proposed (down) slope arrows, and all drainage systems and structures, including sizes and invert and casting elevations. The plan shall be accompanied by a set of drainage computations certified by a professional engineer. Where brook or stream channel improvements are proposed or required, the plans for such improvement shall be approved by the State Department of Environmental Protection and Energy or the Salem County Planning Board, where applicable.	()
()	(12) All proposed lot lines, dimensioned in feet and tenths, and the approximate area of all lots in square feet, as well as any open space proposed to be dedicated for public use.	()
()	(13) When the development of the subdivision or improvements within the subdivision are contingent upon improvements outside the boundaries of said subdivision, information shall be supplied by the subdivider prior to Planning Board consideration for preliminary approval that the improvements outside the subdivision shall be installed and shall be available to the subdivider prior to the issuance of any certificate of occupancy for the project or phase of a project that is the subject of a development application.	()

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(continued)

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())	(14) Any open space proposed to be dedicated for public use or playgrounds or other public purpose and the location and use of all such property shall be shown on the plat.	()
()	(15) When deemed necessary to determine the suitability of the soil to support new construction, the Planning Board may require, as a condition of final approval, test holes or borings to be made by a New Jersey licensed engineer or an approved testing laboratory at the expense of the subdivider under the direction of the Township Engineer, prior to the commencement of construction.	()
())	(16) Statement accompanying preliminary plat indicating type of structure(s) to be erected, approximate date of construction start and a tentative section plan for the entire subdivision, indicating the estimated number of lots on which final approval will be requested for the first section.	()
())	(17) Full or partial environmental impact statement as may be required by the Planning Board at the time of preliminary plat approval.	()
())	(18) A traffic signage plan in conformance with accepted engineering standards.	()

Final Plat Approval for Major Subdivisions

- A. Final plat details. The final plat shall be drawn in ink on tracing cloth, Mylar or equal, at a scale of 1 inch equals 100 feet, except where otherwise permitted by the Planning Board and in compliance with all the provisions of Chapter 141 of the Laws of 1960 (Map Filing Law). The final plat shall contain or be accompanied by:

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SCHEDULE C - LAND SUBDIVISION, PLAT DETAILS AND INFORMATION REQUIREMENTS (continued)

Applicant Please Check	Verification Official Use Only
())	(1) Date, name and location of the subdivision, name () name of owner, graphic scale and reference meridian.
())	(2) Tract boundary lines, rights-of-way lines of streets, () easements and other rights-of-way, street names, land reserved or dedicated to public use, all lot lines and other site lines, with accurate dimensions, bearings or deflection angles, and radii, arcs and central angles of all curves.
())	(3) The purpose of any easement or land reserved or () dedicated to public use shall be designated, and the proposed use of sites other than residential shall be noted.
()	(4) Each block and lot shall be numbered in accord- () ance with the system of numbers which will ultim- ately be the numbers shown on the Township Tax Map.
()	(5) Location of all monuments. ()
()	(6) Names of owners of adjoining unsubdivided land. ()
()	(7) Certification by a land surveyor licensed in the () State of New Jersey as to accuracy of details of plat.
()	(8) Certification that the applicant is agent or owner () owner of the land or that the owner has given consent under an option agreement.
())	(9) When approval of a plat is required by any officer () or body of such municipality, county or state, approval shall be certified on the plat.

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Applicant Please Check		Verification Official Use Only
()	(10) Final construction plans and profiles showing proposed utility layouts (sanitary sewers, storm drains, water, gas, electric, detention basins, etc.), showing connections to existing or proposed utility systems. Cross sections of streets may be required by the Township Engineer.	()
())	(11) A final drainage plan shall accompany the final plat. Such drainage plan shall show the same information as required on the preliminary plat with the addition that the individual lot grading shall be shown as follows: Final grades shall be shown for each lot corner, all high and low points and breaks in grade and at the corners of tentative house locations. If it is intended to use drainage swales, the elevation of these swales shall be shown.	()
()	(12) A soil erosion control plan and narrative shall accompany the final plat. Such soil erosion control plan shall show the same information as required on the final drainage plan and soil erosion control measures conforming with the township's Soil Erosion and Sediment Control Ordinance. The soil erosion control plan and the final drainage plan may be combined as 1 plan.	()
()	(13) As a condition precedent to the issuance of certification of occupancy, pursuant to the Township Building Code, the developer's engineer shall submit an as-built lot grading plan to the Construction Official bearing a certification that the lot grading complies with the approved final lot grading and soil erosion control plans.	()