

TOWNSHIP OF EAST HANOVER
LAND USE PLANNING BOARD

411 Ridgedale Avenue
East Hanover, NJ 07936
973-428-3021
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SKETCH PLAT REVIEW

APPLICANT _____ DATE _____

LOCATION _____

LOT _____ BLOCK _____ ZONE _____

The attached checklist has been prepared to standardize sketch plat reviews. The following items are required under the Land Use and Zoning Ordinance. Checked items indicate unsatisfactory and/or incomplete. These items must be included prior to the application being deemed complete.

SKETCH PLAT DETAILS

- ___ 1. The sketch plat shall be drawn by a licensed New Jersey land surveyor or professional engineer on a sheet twenty-four by thirty-six (24x36) inches and shall be based on Tax Map information or an accurate survey at a scale of not more than fifty (50) feet to the inch.

- ___ 2. Location: The location of that portion which is to be subdivided in relation to the entire tract.

- ___ 3. Structures and wooded areas: All existing structures with yard setbacks based on ground instrument survey shall be shown, and all proposed building envelopes as designated by the setback requirements of this chapter should be shown and wooded areas within the portion to be subdivided and within two hundred (200) feet thereof.

- ___ 4. Owners: The name and address of the record owner or owners, the name and address of the developer and the names of all adjoining property owners as disclosed by the most recent Township tax records.

- ___ 5. Identity: The tract name and the Tax Map sheet, block and lot numbers of the property to be subdivided. Lot numbers of lots to be created shall be supplied by the Tax Assessor.

- ___ 6. Streets, etc: All existing or proposed streets, roads, easements, public rights-of-way, streams, drainage ditches and natural watercourses in and within two hundred (200) feet of the subdivision.

- ___ 7. Lots: The original and proposed lot layout, lot dimensions and total area of each lot and all applicable setbacks.
- ___ 8. Topography: Existing contours based on United States Coast and Geodetic Survey datum at two-foot intervals for slopes of less than ten percent (10%) and at five-foot intervals for slopes of greater than ten percent (10%), to determine the general slope and natural drainage of the land, shall accompany the sketch plat of a major subdivision. The Planning Board may also require submission of topographic data with the sketch plat of a minor subdivision if physical conditions of the land are likely to result in drainage problems or otherwise cause concern in connection with the future development of the property.
- ___ 9. Other Data: The name and address of the person preparing the map in a title block in conformance with N.J.A.C. 13:40-1 and 40-2, the scale and reference meridian. (Amended 8-27-81 by Ord. No. 21-1981)
- ___ 10. Zone Boundaries: Zone district boundaries, if any, on or adjoining the property to be subdivided and identification of zones.
- ___ 11. Taxes: Certification from the Tax Collector that no taxes or assessments for local improvement are due or delinquent.
- ___ 12. Soil Erosion and Sediment Control Plan: A soil erosion and sediment control plan for a minor subdivision, if required, in accordance with N.J.S.A 4:24-39 et seq. Said plan shall be submitted to the Soil Conservation District in accordance with said statute, and approval of the application shall be conditioned upon certification of the soil erosion and sediment control plan be the district. (Amended 8-27-81 by Ord. No. 21-1981)
- ___ 13. Septic Systems: Location of existing septic systems on any parcel of land within the confines of the application shall be specifically designated and location of existing septic systems on any adjoining lot within twenty (20) feet of the existing or proposed lot lines. (Added 5-15-80 by Ord. No. 3-1980; Amended 8-21-81 by Ord. No. 21-1981)
- ___ 14. Existing Utilities: The availability of existing utilities should be shown, if pertinent. (Added 8-27-81 by Ord. No. 21-1981)

- ___ 15. Wetland survey: A wetland survey shall be performed by a qualified professional on all properties which are subject of a minor or major subdivision or major site plan application. The survey shall state whether regulated wetlands are present on the site. All wetlands and transition areas identified shall be shown on all plans. The name of the person who performed the wetlands survey shall be shown on the plans. If regulated wetlands are not present on the site, a note shall be added to the plan stating that a wetland survey was performed, who performed the survey, the date the survey was performed and what method was used to perform the survey. In addition, the note shall state that no regulated wetlands were identified during the survey. (Amended 7-15-02 by Ordinance No. 10-2002)
- ___ 16. Wetland delineation: A wetlands letter of interpretation (LOI) from the NJDEP must be submitted as part of the application for any major subdivision or major site plan application. A minor subdivision application shall not be required to submit an LOI; however, an on-site wetland delineation shall be prepared by a qualified professional. Any wetlands identified as a result of such delineation shall be placed on the minor subdivision plans. If the wetlands present will be impacted by the proposed improvements, a NJDEP approved LOI is required to be submitted with the plans for minor subdivision. (Amended 7-15-02 by Ordinance No. 10-2002)

N/A - Not Applicable

W - Request Waiver

X - Incomplete Item

Revised 7/15/02 by Ordinance 10-2002

Revised 1/04/06