

**TOWNSHIP OF EAST HANOVER**  
**LAND USE PLANNING BOARD**

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PRELIMINARY PLAT REVIEW

APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_

LOCATION \_\_\_\_\_

LOT \_\_\_\_\_ BLOCK \_\_\_\_\_ ZONE \_\_\_\_\_

The attached checklist has been prepared to standardize preliminary 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.

PRELIMINARY PLAT DETAILS

- \_\_\_ 1. Preliminary plat shall be designed in accordance with the provisions of § 95-39, in strict accord with modern and accepted planning techniques and procedures, by licensed New Jersey land surveyor and a professional engineer, not either alone, at a scale of not more than fifty (50) feet to the inch, on a sheet twenty-four by thirty-six (24x36) inches. The plat shall show or be accompanied by sufficient information to establish the design, arrangement and dimensions of streets, lots and other planned features as to form, size and location.
  
- \_\_\_ 2. Key Map: A key map showing the entire subdivision and its relation to the surrounding areas, at a scale of not more than four hundred (400) feet to the inch.
  
- \_\_\_ 3. Identify: The tract name; Tax Map sheet, block and lot numbers; date; reference meridian; graphic scale; and the following names and addresses, together with consent to file:
  - \_\_\_ a. Name and address of subdivider.
  
  - \_\_\_ b. Name, address, license number, seal and signature of the person who prepared the map.
  
  - \_\_\_ c. Name and address of the record owner, along with certification that the applicant is the owner of the land or his authorized agent or that the owner has given consent, giving names and addresses of both.

- \_\_\_ d. The names of owners of all properties located within two hundred (200) feet of the extreme limits of the property to be subdivided.
- \_\_\_ e. A title block in conformance with N.J.A.C 13:40-1 and 40-2.
- \_\_\_ 4. Taxes: Certification from the Tax Collector that no taxes or assessments for local improvements are due or delinquent.
- \_\_\_ 5. Acreage: The acreage of the tract to be subdivided to the nearest tenth of an acre.
- \_\_\_ 6. Lots: The lot layout, lot dimensions, the total area or each lot in square feet.
- \_\_\_ 7. Topography: The topography map shall include the area of the entire property and an area within a one-hundred-foot radius outside the property lines of the subject application. The topography map shall show the final elevations proposed for the corners of each building, the intersection of the setback lines and rear property lines with the side line and the front and rear lot corners. The proposed first floor and ground floor elevations must also be shown at five-foot vertical intervals for slopes averaging ten percent (10%) or greater and at two-foot vertical intervals for land of lesser slope to determine the general slope and natural drainage of the land and the high and low points. Datum of all elevations shall be that of the United States Coast and Geodetic Survey.
- \_\_\_ 8. Existing and proposed locations: The location of existing and proposed property lines, streets, buildings, watercourses, railroads, bridges, culverts, drainpipes and any natural features such as wooded areas, large trees and rock formations.
- \_\_\_ 9. Streets: Plans and profiles of all proposed streets within the subdivision and profiles of existing or future continuing streets a minimum distance of two hundred (200) feet beyond the subdivision boundaries, with cross sections at fifty-foot intervals.
- \_\_\_ 10. Sewers, drains, ditches, etc.: Plans and profiles of all proposed and existing water mains, gas, electricity, television, sanitary sewers, with building laterals extending two (2) feet beyond the curbs, storm drains, drainage ditches and streams within the subdivision, together with the location, sizes, elevations, grades and capacities of any existing sanitary sewer, storm drain, drainage ditch or stream to which the proposed facility shall be connected. (Amended 8-27-81 by Ord. No. 21-1981)

- \_\_\_ 11. Individual sewage disposal system: When an individual sewage disposal system is proposed, the plan for such system must be approved by the appropriate local, county or state health agency. When a public sewage system is not available, the developer shall have percolation tests made in accordance with local requirements and submit the results with the preliminary plat. Percolation tests shall be made under the supervision of the Board of Health. The Township will receive a fee of Ten dollars (\$10) per test hole, with a minimum of twenty-five dollars (\$25) in each case.
- \_\_\_ 12. Deed restrictions: A copy of any protective covenants or deed restrictions applying to the land being subdivided.
- \_\_\_ 13. Soil erosion and sediment control plan: A soil erosion and sediment control plan, 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 by the district. (Amended 8-27-81 Ord. No. 21-1981)
- \_\_\_ 14. Drainage design data: Map showing the entire drainage area and the drainage area contributing to each pertinent drainage structure, along with drainage tabulation sheets showing calculations for each drainage area and calculations used to determine size of drainage pipes and channels proposed. Each drainage area shall be marked for identification purposes.
- \_\_\_ 15. Soil filling or removal: The amount of earth, topsoil or other products in or upon the premises which will be moved within the confines of the proposed subdivided premises and the amount of such material which will be removed from the site. None of said materials shall be removed except in accordance with the soil removal permit issued under the provisions of the Soil Removal Ordinance of the Township of East Hanover.
- \_\_\_ 16. Public utilities: The developer shall arrange with the serving utility for the underground installation of the utility distribution supply lines and service connections in accordance with the provisions of the applicable standard terms and conditions incorporated as part of its tariff as the same are now on file with the State Board of Public Utility Commissioners. Applicant shall submit to the Planning Board, prior to the granting of any final approval, a written statement from each serving utility which shall evidence full compliance with the provisions of this subsection, provided that lots in such subdivision which abut existing streets where overhead television, electric and telephone distribution supply lines have theretofore been installed may continue said overhead service. Whenever the utility is not installed in the public right-of-way, an appropriate utility easement of not less than fifteen (15) feet in width shall be provided. (Added 8-27-81 by Ord. No. 21-1981)

- \_\_\_ 17. 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)
- \_\_\_ 18. 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 1/4/06