

TOWNSHIP OF BUENA VISTA
PLANNING BOARD/ZONING BOARD OF ADJUSTMENT
890 HARDING HIGHWAY, P.O. BOX 605
BUENA, NJ 08310

MAJOR SITE PLAN CHECKLIST

The following checklist is designed to assist applicants in preparing plans for Planning Board/ Zoning Board of Adjustment review. Applicant should check off each item and submit the "checklist" with the application to ensure that the information is included on the plan. Items omitted will delay consideration by the board. The site plan shall show the following information and be drawn according to all relevant standards set forth in the Code of Buena Vista Township:

- _____ 1. The plans shall be submitted on one of the following sheet sizes: 15"x 21", 24"x 36", 30" x 42". No other size will be accepted. **Plans must be folded and have the title block clearly visible.**
- _____ 2. The plan shall be drawn or reproduced at a scale of not less than 1" = 50'.
- _____ 3. Key Map at a scale of either 1" = 1000' or 1" = 2000", showing the entire site and it's relation to surrounding areas within 2000 feet. Such map shall show all existing land uses within 500 feet of the subject site.
- _____ 4. The tract name, tax map sheet, block and lot numbers, and zoning district and zoning requirements. North arrow and graphic scale.
- _____ 5. Existing topography at two (2) foot intervals

- _____ 13. Landscaping plan including the types, quantity, size, and location of all proposed vegetation. The scientific and common names of all proposed landscaping, planting details and maintenance notes shall be included.
- _____ 14. Lighting and signage plan showing the location of signs and light standards, direction of illumination, mounting heights, setbacks, type of light standards and lighting pattern superimposed onto the plan and noted in foot-candles.
- _____ 15. Site characteristics maps showing the location of existing and proposed property lines, streets, street names, watercourses, railroads, bridges, culverts easements, right of ways any natural features, such as wooded areas, streams, wetlands. All significant individual trees (over 16" diameter at breast high) and historically, cultural, and archaeologically significant structures or resources shall be shown.
- _____ 16. The location of all wetlands areas and required wetland transition areas or buffers within the proposed development as requires pursuant to the " New Jersey Freshwater Wetlands Protection Act" or the Comprehensive Management Plan, or a letter from either the NJDEPE or Pinelands Commission indicating that the proposed site plan does not require a wetlands delineation.
- _____ 17. A copy of any existing and/or proposed protective covenants, deed restrictions applying to the subject site shall be submitted with the

plan, if applicable.

- _____ 18. A storm water management plan, calculations and information in accordance with Section 49-33 of the Township Code.
- _____ 19. A traffic report containing calculations of the number of motor vehicles expected to enter or leave the site for an average peak hour and an evaluation of the ability of the internal circulation plan and the external access roadways, including the two nearest intersections on collector roadways to handle the anticipated traffic, made by a qualified traffic engineer. (For developments requiring 75 or more parking spots).
- _____ 20. A fiscal impact report indicating the impact of the project on township services, the cash flow of the project, and the determination of the applicants pro rata share of necessary improvements. (For developments of 25 dwelling units or more).
- _____ 21. A modification report, if applicable, showing the modifications of Township standards requested, along with supporting documentation.
- _____ 22. A utilities plan at the same scale as the site plan showing:
 - A. The location of existing utility structures such as water and sewer mains, gas transmission lines, and high tension power lines on the subdivision and within 200 feet of it's boundaries.

B. Plans of proposed improvements and utility layouts, including sewer, water, storm drains, showing all proposed connections to existing systems. If service will be provided by an existing utility company, a letter from that company stating that service will be available before occupancy will be sufficient. When individual on-lot water or sewer disposal is proposed, the plan shall be approved by the appropriate township and state agencies, and the results of percolation tests shall be submitted with the preliminary plan under conditions designated by the township and County Board of Health, and/or the Pinelands commission. Where applicable, the utility company letter must indicate that wet hook-ups will be available for each subdivided lot. If private utilities are proposed, they shall comply fully with all township, county, and state regulations.

- _____ 23. Profiles of all proposed street indicating grading and cross sections showing widths of roadway and width and location of sidewalks.
- _____ 24. Locations and dimensions of curb cuts affording vehicular access to public rights-of-way.
- _____ 25. Design of off-street parking and loading areas, showing size and location of bays, aisles, barriers and parking spaces.
- _____ 26. A Polaroid or similar photograph of the premises in question from the opposite side of the street.

____ 27. Areas in which construction is precluded due to the presence of stream corridors.

____ 28. All areas to be disturbed by grading or construction.

____ 29. Location of existing well, septic systems, and streetlights.

____ 30. Natural resource inventory information including:

A. Soil types as shown on the current Soil Conservation Service Soil Survey Maps.

B. Soil depth to restricted layers of soil

C. Soil depth to bedrock

D. Permeability of the soil by layers.

E. Height of soil water table and type of water table.

F. Flood Plain Soil (status).

G. Limitation for foundations.

H. Limitation for septic tank absorption field (only where septic tank is proposed for use).

I. Limitation for local roads and streets.

J. Agricultural capacity classifications.

K. Erosion hazard.

- ___ 31. Sight triangles, the radii of curblines and street sign locations shall be clearly indicated at intersections.
- ___ 32. Soil Erosion/Sediment Control Plan which complies with Soil Conservation Service requirements.
- ___ 33. All existing and proposed curbs and sidewalks.
- ___ 34. Typical floor plans and building views/elevations.
- ___ 35. Method of solid waste disposal and storage.
- ___ 36. The purpose of any proposed easement of land reserved or dedicated to public or common use shall be designed and the proposed use of sites other than for residential uses shall be noted.
- ___ 37. The plan/project shall be designed in compliance with the subdivision and zoning ordinances of the Township and other applicable standards of the state, county, and local agencies.
- ___ 38. All application fees and escrows must be paid with the submission.
- ___ 39. No application will be deemed complete until taxes are paid up to date.
- ___ 40. In the Pinelands area, no application shall be

deemed complete until a Certificate of Filing from the Pinelands Commission is submitted by the applicant.