

KINGWOOD TOWNSHIP SUBDIVISION CHECKLIST

APPLICANT: _____ Road Name: _____

TAX MAP Sheet/Block/Lot _____ Date Submitted: _____

Name of Project (If Any): _____

Signature of Applicant: _____

<p>TO ALL APPLICANTS: If your application lacks any of the below requirements, circle the items and in the remarks column, provide an explanation</p>	MINOR	PRELIMINARY MAJOR	FINAL MAJOR	REMARKS
1 Twenty-seven (27) paper prints of plats and other drawings conforming to requirements of 115-9, one copy of plat in electronic format in accordance with 115-5(A)(1), and twenty seven (27) copies of completed application and checklist	X	X	X	
2 Plat size: 8.5 x 13, 15 x 21, 24 x 36 or 30 x 42	X	X	X	
3 Plans for improvements: 24 x 36	M	X	NR	
4 Scale: Plat 1 inch = 100 feet, all others 1 inch = 50 feet (written and graphic)	X	X	X	
5 Key Map: site, streets, zones, conforming to requirements of 115-9 (North arrow to have same orientation as other sheets)	X	X	X	
6 Prepared by a licensed New Jersey professional engineer and/or land surveyor as appropriate	X	X	X	
7 Certifications per Map Filing Law	M	NR	X	Required if not filing by Deed
8 Based on current survey prepared by a licensed New Jersey land surveyor	X	X	X	
9 Bearings in degrees, minutes and seconds	X	X	X	
10 Title block giving names, addresses and telephone numbers of subdivision, applicant(s), owner(s) and plan preparer	X	X	X	
11 Current Tax Map sheet, block and lot number	X	X	X	
12 Proposed Block and Lot numbers as approved by the Tax Assessor	X	X	X	
13 North arrow with reference meridian (same direction on all sheets)	X	X	X	
14 Date of original plat and date and nature of each revision	X	X	X	
15 Name(s) of the owner(s) of all property within 200 feet of the property being subdivided as disclosed by the most recent municipal tax records and certified by the municipal tax assessor	X	X	X	
16 All existing, proposed and required setback dimensions	X	X	X	
17 Location of existing and proposed property lines with dimensions to nearest 0.01 foot	X	X	X	
18 Acreage of tract to nearest 0.01 acre	X	X	X	
19 Number of lots after subdivision and their areas in acres and square feet	X	X	X	
20 Date of approval of most recent previous subdivision of tract	X	X	NR	
21 Contours and topography covering the property and surrounding area within 200 feet, maximum contour interval	20 ft.	2 ft.	2 ft.	
22 Existing and proposed drainage facilities on tract and within 200 feet (e.g., culverts, marshes, ponds, streams and floodplains)	X	X	X	

KEY:

X = Required

M = May be req'd due to unusual circumstances.

NR = Not Required

W = Waiver requested - Applicant shall provide reason for request in writing

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23	Location and type of existing and proposed easements or rights-of-way, including ponds, drainage, sewer, water, sight rights, power, telephone and gas lines	X	X	X	
24	For all subdivisions except mergers not creating any new lot, plat shall show locations and results of soil profile pits and/or borings and permeability testing for each lot, including the remaining lands and Engineer's certification pursuant to Section 115-9B(1)(q)	X	X	NR	
25	Complete construction plans (plans, profiles and cross sections at fifty-foot intervals and details) for all improvements, including roads, drainage, water, sewer and surface water management facilities	NR	X	NR	
26	Lot grading plans, including proposed spot elevations, grade at building, floor elevations, proposed drainage patterns, etc.	M	X	NR	
27	Location of natural features to be preserved, including conservation easements	M	X	X	
28	Sketch of prospective layout of entire tract where subdivision covers only a portion of existing parcel	M	X	NR	
29	Soil erosion and sediment control plan in accordance with Chapter 103, Soil Erosion	M	X	NR	
30	Calculations demonstrating the adequacy of existing and/or proposed drainage and/or surface water management facilities	M	X	NR	
31	Certification from the Tax Collector that all taxes and assessments on the entire tract have been paid to date	X	X	X	
32	Proof of submission of application and fee to the County Planning Board	X	X	X	
33	Proof of submission of application and fee to the County Soil Conservation District	X	X	X	
34	Certification as to D & R Canal Review Zone or that property is exempt	X	X	NR	
35	Twenty seven (27) copies of a Community impact statement as required by Section 115-9(D)(3)(j)	NR	X	NR	
36	Variance application for building permits for lots not fronting on a public street	X	NR	NR	Req'd. for Class III Minor Subdivision
37	Mapping of Steep slopes in accordance with 114-3	X	X	NR	
38	Six (6) copies of a Stormwater management plan and supporting calculations	X	X	NR	
39	Proposed deeds to lots & lands remaining - original and 3 copies	X	NR	NR	
40	Deeds and plat to contain the following wording: "Approval of this subdivision by the Planning Board shall not be construed and is not to be considered as an approval of a sewage disposal system or design, nor shall such subdivision approval be considered as an approval of and for any other requirements, approvals or permits as may be necessary to allow construction."	X	X	X	
41	Plats to contain the following perc and soil log certification wording: "I hereby certify that the percolation test and soil log(s) as shown hereon were conducted under my direct supervision, witnessed by a duly appointed official of the Township of Kingwood, and that said tests conform to the current requirements of Chapter 1999 of the Laws of 1954 as amended, and the regulations pursuant thereto for the construction of a conventional individual sub-surface sewage disposal system." To be signed & sealed by a New Jersey professional engineer.	X	X	NR	

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42	Deeds to contain the following wording: "The grantee hereby acknowledges that there are presently or may in the future be farm uses adjacent or in close proximity to the within described premises from which farm use may emanate noise, odors, dust and fumes associated with agricultural practices permitted under the Kingwood Township Right to Farm Ordinance, and, by acceptance of this conveyance, the grantee does hereby wave objection to such activities. The covenants and restrictions set forth in the foregoing paragraph shall be made to run with the land.	X	X	X	
43	Sixteen (16) copies of hydrogeological report and pump testing as required by 153-29 and 153-30 of Board of Health Code where construction of a well is required	NR	X	NR	
44	Executed Escrow Agreement	X	X	X	
45	Twenty seven (27) copies of an Affordable Housing Plan	X	X	NR	
46	Twenty seven (27) copies of a Qualifying Plan	NR	X	NR	
47	Completed Constrained Area Maximum Tract Yield Calculation Form to be shown on Subdivision Plat	X	X	NR	
48	Depiction of Freshwater wetlands within 150 feet of the property	X	X	X	
49	Depiction of Category One streams and tributaries within 300 feet of the property	X	X	X	
50	Proof of submission of application and fee to New Jersey Department of Environmental Protection for Freshwater Wetlands Letter of Interpretation or Presence/Absence determination	X	X	X	
51	Depiction of Septic systems and wells within 100 feet	X	X	X	
52	Written requests for individual waivers and/or variances	X	X	X	
53	Copies of any existing covenants and deed restrictions	X	X	X	
54	Financial Disclosure statement for all persons or entities having more than a 10% financial interest in the property being developed	X	X	X	
55	Estimated costs of improvements and performance bond	M	NR	X	

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