

**SECTION 11 MAJOR SUBDIVISIONS - SKETCH PLAT, PRELIMINARY PLAT AND FINAL PLAT DETAILS**

- A. Major subdivision sketch plats for discussion purposes shall be drawn to a scale of not less than 1 in. = 200 feet and shall, as a minimum, include Items A. to P. of Section 10, "Minor Subdivisions."
- B. Applications for major subdivisions shall be made for preliminary review and approval by the reviewing board and appropriate application forms to be provided by said reviewing board.
1. **Preliminary Submission Requirements** - An application for preliminary plat review and approval shall include a completed application form, together with a preliminary plat which shall be:
- clearly and accurately drawn or reproduced at a suitable scale and not less than 1 in. = 100 feet;
  - designed and drawn by a professional engineer and licensed land surveyor with certification that the outbounds of the tract have been accurately located;
  - designed in compliance with the provisions of Article V of this ordinance; and
  - show or be accompanied by the information indicated on the checklist adopted by the City by ordinance, or in the absence of a checklist following information:
    - a. A key map, based on the Gloucester City Zoning Boundaries Map, showing: the entire subdivision, the proposed street pattern in the area to be subdivided; the distance to the nearest existing developed area; and the relationship of the subject tract to the surrounding area and road system.
    - b. The name of the proposed subdivision; applicable municipal tax map sheets; block and lot numbers; the date; reference meridian; graphic scale; and the following names and addresses:
      1. name and address of the record owner or owners and the name of all adjoining property owners, as disclosed by the most recent municipal tax records;

SECTION 11    MAJOR SUBDIVISIONS - SKETCH PLAT, PRELIMINARY PLAT AND FINAL PLAT DETAILS (Cont'd)

2. name and address of the subdivider;
  3. name and address of the person who prepared the plat.
- c. The point of beginning and metes and bounds of the property in question. All measurements shall be in feet and decimals of a foot; The acreage of the tract to be subdivided to the nearest tenth of an acre and the number of lots to be formed. The dimensions of all proposed lot lines of all new lots being created and parcels being retained to the nearest foot and any existing lot lines to be eliminated by the proposed subdivision shall be clearly indicated.
- d. The location of:
1. existing and proposed property lines;
  2. property corner markers, both found and set, or the relation of existing markers to the property corners
  3. existing or proposed railroads or bridges;
  4. existing buildings and structures with an indication of whether they will be retained or removed;
  5. proposed building setback lines from streets; and
  6. the outline of any wooded areas, together with the limit of any proposed clearing.

Vegetation information, may be required in any major subdivision application at the request of the reviewing board .

- e. Profiles and cross sections of proposed streets within the subdivision and existing streets and highways abutting the subdivision. Typical cross-sections of streets shall clearly indicate the type and width of paving, location of curb, location of sidewalks and street tree locations. Buffer or screen planting locations, any existing or proposed sight triangles at intersections and the radius of the curb lines shall be indicated.

**SECTION 11 MAJOR SUBDIVISIONS - SKETCH PLAT, PRELIMINARY PLAT AND FINAL PLAT DETAILS (Cont'd)**

- f. Elevation contours as outlined in Article V, Section 12.A.1.(l) of this ordinance. All contour lines shall be referenced to the National Geodetic Vertical Datum - 1929. Appropriate contour designations shall show existing ground elevations and proposed elevation in any areas to be graded.
- g. All existing watercourses shall be shown and the application shall include or be accompanied by the following data:
  - (1) In cases where a brook or stream is proposed for alteration, improvement or relocation or when any structures are proposed within the ordinary high water mark of a stream with a drainage area of one-half (1/2) square miles or a stream encroachment permit, issued by the N.J. Division of Water Resources, Bureau of Water Control, shall accompany the application.
  - (2) Cross-sections of all water courses at an appropriate scale, showing extent of flood plain, top of bank, normal water level and abutting lot elevations at the following locations:
    - (a) any point where the water course crosses the boundary of the subdivision;
    - (b) at 50 feet upstream and downstream of any point of juncture of two or more water courses; and
    - (c) at a maximum of 300 feet intervals along all water courses which run through or adjacent to the subdivision.
  - (3) When ditches, streams, brooks or water courses are involved, improved or relocated, the method of stabilizing slopes and measures to control erosion and siltation, as well as typical ditch section profiles, shall be shown on the plat or accompanying it.
  - (4) The boundaries of the flood plain and special flood hazard areas of all water courses within or adjacent to the subdivision as are shown on the Gloucester City Flood Insurance Rate Maps.

**SECTION 11 MAJOR SUBDIVISIONS - SKETCH PLAT, PRELIMINARY PLAT AND FINAL PLAT DETAILS (Cont'd)**

- (5) Profile of stream bed 300 feet upstream and downstream from subject property limits.
- h. The total acreage of the drainage basin, upstream of the proposed subdivision of any water course, running through or adjacent to said subdivision.
- i. The total acreage of the drainage basin (of which the subdivision is part) to the nearest downstream drainage structure.
- j. The location and extent of drainage or conservation easements and stream encroachment lines.
- k. The location, extent and water level of all existing or proposed lakes or ponds located within or adjacent to the subdivision.
- l. The plat shall show or be accompanied by plans and computations for a storm drainage system, including the following:
  - (1) All existing or proposed storm sewer lines within or adjacent to the subdivision, showing size and profile of the lines, direction of flow and location of manholes and inlets and all calculation sheets used for the design of the proposed storm sewer system.
  - (2) The location and extent of any proposed dry wells, ground water recharge basins, retention basins or other water conservation devices. Plans of proposed utility layouts (sewer, storm drains, water, gas, electricity) shall be included and shall indicate feasible connections to existing or proposed utility systems.

Any sewage collection or water distribution system must have preliminary approval by the Gloucester City Water and Sewer Department.

All retention or detention facilities shall be designed to be a minimum of 2 ft. from bottom of facility to maximum ground water, as determined by mottling or other approved methods.

**SECTION 11**      **MAJOR SUBDIVISIONS - SKETCH PLAT, PRELIMINARY PLAT AND FINAL PLAT DETAILS (Cont'd)**

- m. A zoning schedule identifying compliance of the proposed subdivision with the use, density, area & bulk and parking regulations of this Ordinance.
- n. A landscape plan showing the location of all plant materials to be installed on site and all areas of existing vegetation to be preserved.
- o. Any lands to be dedicated or reserved for public use shall be clearly indicated.
- p. The location of all underground or surface utilities and easements to accommodate them shall be clearly indicated.
- q. A copy of any protective covenants or deed restrictions proposed for application to the land being subdivided shall accompany the preliminary plat.
- r. The location of standards, distance from intersections and illumination factors for all street lighting shall be included.
- s. An area acceptable to the reviewing board as to location and shape, suitable for municipal recreation purposes, shall be shown. Such area shall comprise not less than fifteen percent (15%) of the land area to be developed. Such parcels, when approved by the reviewing board, shall be dedicated by the developer to the municipality.
- t. A Soil Erosion and Sediment Control Plan.
- u. A list of other agencies requiring their approval and the status of the application of these agencies.
- v. Any other information deemed necessary to the review of the subdivision by the reviewing board, City Engineer or City Planner.

**SECTION 11**     **MAJOR SUBDIVISIONS - SKETCH PLAT, PRELIMINARY PLAT AND FINAL PLAT DETAILS (Cont'd)**

**C.     Final Submission Requirements**

Final submission plats shall be accompanied by an appropriate completed application form; shall be drawn in ink on translucent tracing cloth or its equivalent at a suitable scale; and shall comply with all provisions of the "Map Filing Law" (N.J.S.A. 46:23-9.9 et seq.). The final plat shall show, or be accompanied by, only that information and those details specified in the aforementioned New Jersey Map Filing Law or in the information indicated on the checklist adopted by the City by ordinance, or in the absence of a checklist following list:

1. Date, location and name of the subdivision, name of the owners, graphic scale and reference meridian.
2. Tract boundary lines, right-of-way lines of streets, street names, easements and other rights-of-way, land to be reserved or dedicated to public use, lot lines and other site lines -- all with accurate dimensions bearings or deflection angles and radius, 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. All natural and artificial water courses, streams, shorelines, water boundaries and encroachment lines shall be shown.
5. Each block and lot shall be numbered, with the lots within each block numbered consecutively beginning Number 1, and shall be subject to the approval of the Tax Assessor.
6. Minimum building setback lines on all lots and other sides.
7. Location and description of all monuments.
8. Names of owners of adjoining land parcels.

**SECTION 11**      **MAJOR SUBDIVISIONS - SKETCH PLAT, PRELIMINARY PLAT AND FINAL PLAT DETAILS (Cont'd)**

9. Certification by a licensed land surveyor as to the accuracy of details of the plat.
10. Certification that the applicant is owner, or equitable owner, of the land or a representative thereof, or that the owner has given consent under an option agreement.
11. An updated certification from the tax collector that there are no delinquent taxes charged to the property involved in the subdivision.
12. The preliminary plat, engineering details, cross- sections and profiles of streets and plan and profiles of storm drainage systems approved by the municipal engineer shall be required to accompany the final plat with all conditions of preliminary approval met and reviewed by the engineer prior to the final plat submission.
13. If applicable, plans and profiles of sanitary sewers and water mains, approved by the municipal utilities authority will be required to accompany the final plat.
14. When approval of a plat is required by an officer or body of the municipality, county or state, approval shall be certified on the plat prior to its filing in the office of the county clerk.
15. All approvals, notices and permits from other agencies.
16. Performance guarantees, approved by the municipal solicitor as to form and the municipal engineer as to amount, sufficient to insure the satisfactory completion of improvements and facilities as required by the resolution of the reviewing board granting preliminary approval.

The developer's engineer shall submit a detailed engineer's estimate for review and approval by the municipal engineer.

SECTION 11 MAJOR SUBDIVISIONS - SKETCH PLAT, PRELIMINARY PLAT AND  
FINAL PLAT DETAILS (Cont'd)

17. The following certifications shall appear on the subdivision plat:

It is hereby certified that the lands subdivided by this map are zoned by the title or record and that consent to the approval of said map is given.

DATE: \_\_\_\_\_

\_\_\_\_\_  
NAME OF PROPERTY OWNER

I hereby certify that this map and survey has been made under my supervision and complies with the provisions of the "Map Filing Law."

DATE: \_\_\_\_\_

\_\_\_\_\_  
LICENSED LAND SURVEYOR  
N.J. #

I certify that the public streets or other ways shown hereon have been approved as to location and width and names by the proper authority.

DATE: \_\_\_\_\_

\_\_\_\_\_  
CITY CLERK

I have carefully examined this map and find it conform with the provisions of the "Map Filing Law" and the Municipal Ordinances and requirements applicable thereto.

DATE: \_\_\_\_\_

\_\_\_\_\_  
CITY ENGINEER



SECTION 11 MAJOR SUBDIVISIONS - SKETCH PLAT, PRELIMINARY PLAT AND FINAL PLAT DETAILS (Cont'd)

This map is hereby approved by the Planning Board (or Zoning Board of Adjustment) of the City of Gloucester City.

DATE: \_\_\_\_\_

\_\_\_\_\_  
PLANNING BOARD (or Zoning Board of Adjustment) CHAIRMAN

I certify that this map was duly approved by resolution of the Planning Board (or Zoning Board of Adjustment) at an official meeting held on \_\_\_\_\_ and shall be filed on or before

DATE: \_\_\_\_\_

\_\_\_\_\_  
PLANNING BOARD (or Zoning Board Of Adjustment) SECRETARY