

**APPENDIX B  
TOWNSHIP OF SPARTA  
FORM 4  
CHECKLIST PRELIMINARY SITE PLAN**

Applicant \_\_\_\_\_  
 Project Name \_\_\_\_\_  
 Application Number \_\_\_\_\_ Block(s) \_\_\_\_\_ Lots(s) \_\_\_\_\_  
 Adjacent Road(s) \_\_\_\_\_

Legend:      √ = Submitted                      N/A = Not applicable  
                   W = waiver requested              I = Incomplete

	<u>Applicant</u>	<u>Township Review</u>
1. Plans legibly drawn, prepared and sealed by licensed land surveyor and N.J. professional engineer.	_____	_____
2. Plans drawn at a scale not less than 1" = 50 feet.	_____	_____
3. Key map showing entire tract and relation to surrounding areas within 1000 feet of site.	_____	_____
4. Tax Map sheet(s).	_____	_____
5. Block and lot number(s).	_____	_____
6. Date map prepared and subsequent revisions.	_____	_____
7. North arrow and reference meridian.	_____	_____
8. Graphic and numerical scales.	_____	_____
9. Record owner(s) name and address.	_____	_____
10. Applicant's name, address and phone number.	_____	_____
11. Name and address of person who prepared plat.	_____	_____
12. Names of adjoining property owners within 200 feet of site as shown on municipal tax records with their respective lot and block numbers.	_____	_____
13. Acreage of lot(s) to nearest one-hundredth (0.01) acre and to nearest square foot.	_____	_____
14. Distance of all property lines to nearest one-hundredth (0.01) foot.	_____	_____
15. Location of all existing:	_____	_____
a. Watercourses and bodies of water.	_____	_____
b. Wooded areas.	_____	_____
c. Easements.	_____	_____
d. Rights-of-way.	_____	_____
e. Streets.	_____	_____
f. Buildings and structures.	_____	_____
g. Drainage facilities.	_____	_____
16. Site Analysis information or map showing the following soils and geologic data:	_____	_____
a. Soil series.	_____	_____
b. Suitability for septic effluent disposal.	_____	_____
c. Depth to seasonal high water table.	_____	_____
d. Depth to bedrock.	_____	_____

	<u>Applicant</u>	<u>Township Review</u>
e. Significant rock formation types located within 1000 feet of site.	_____	_____
f. Faults within 1000 feet of site.	_____	_____
g. Wells within 1000 feet of site.	_____	_____
h. Year(s) drilled and yield(s).	_____	_____
i. Static water level.	_____	_____
j. Pumping level.	_____	_____
k. Depth to bedrock.	_____	_____
l. Type of rock formation well drilled into.	_____	_____
17. Any other significant natural features.	_____	_____
18. Location of all existing and proposed structures with building setback distances.	_____	_____
19. Use of existing and proposed building(s).	_____	_____
20. Existing and proposed contours at two (2) foot intervals.	_____	_____
21. Ground floor area of all existing and proposed buildings.	_____	_____
22. Elevations at corners of all proposed buildings.	_____	_____
23. Elevations at all critical points (i.e. curb returns, inlets, high and low points, etc.).	_____	_____
24. Zone district boundaries on property and within 200 feet along with district names. Zoning date schedule listing requirements and a comparison to application.	_____	_____
25. Any existing and proposed easements.	_____	_____
26. Any existing and proposed rights-of-way.	_____	_____
27. Location and use of all buildings and structures within 100 feet of site.	_____	_____
28. Location and width of all roads and rights-of-way within 100 feet of site.	_____	_____
29. Typical detail for proposed surface paving and curbing.	_____	_____
30. Location of proposed off-street parking areas with dimensions. Calculations of number of parking spaces required and proposed.	_____	_____
31. Location of loading and unloading facilities with dimensions.	_____	_____
32. Location and dimensions of existing and proposed storm drainage facilities.	_____	_____
33. Design data supporting adequacy of existing and proposed facilities to handle future storm flows.	_____	_____
34. Details of proposed devices for stormwater management.	_____	_____
35. Proposed sanitary disposal facilities including soil log and percolation test results.	_____	_____
36. Location and delineation of all wetlands on the plans and in the field. Wetlands shown on the plans shall be defined by bearings and distances.	_____	_____
37. Landscaping plan with buffer areas shown.	_____	_____
38. Elevation drawings of proposed buildings.	_____	_____
39. Soil erosion and sediment control plan.	_____	_____
40. Location and limits of 100 year floodplain of any stream or river within or adjacent to property.	_____	_____
41. Calculations supporting location of floodplain limits.	_____	_____

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42. Location of existing trees of twelve inches (12") or more in diameter (measured at breast height).	_____	_____
43. Location of all sidewalks, crosswalks and areas devoted to pedestrian use.	_____	_____
44. Location of all traffic islands.	_____	_____
45. Location of all private and public utilities.	_____	_____
46. Location/method of solid waste disposal.	_____	_____
47. Location of storage facilities.	_____	_____
48. Certification from Tax Collector that all taxes have been paid.	_____	_____
49. Proposed sign(s) and details thereof.	_____	_____
50. Certification from Municipal Clerk that all taxes have been paid.	_____	_____
51. Location and details of traffic control devices.	_____	_____
52. Location and details of all lighting fixtures. Isolux lines shown on plans.	_____	_____
53. Environmental Impact Statement (E.I.S.)	_____	_____
54. Location of proposed driveways on existing municipal roads and sight distance profiles conforming to township standards.	_____	_____
55. Roadway, curb returns and cul-de-sac turn-around profiles shall be drawn with existing grades to nearest one-tenth (0.1) foot and proposed grades to nearest one-hundredth (0.01) foot.	_____	_____
56. Typical roadway section(s).	_____	_____
57. Toes and tops of slopes on both sides of all proposed streets.	_____	_____
58. Copy of any protective covenants or deed restrictions upon land.	_____	_____
59. Construction details for all structures and improvements.	_____	_____
60. Lands to be reserved for common use.	_____	_____
61. Lands to be reserved for public use.	_____	_____
62. If a corporation, names and addresses of stockholders.	_____	_____

The planning board may require additional information necessary to ascertain compliances with provisions.