

TOWNSHIP OF HAMILTON  
MERCER COUNTY, NEW JERSEY

VARIANCE - NON RESIDENTIAL

CHECKLIST:

The following list contains those items required to be included in the plans. Applications lacking any of this information may be classified as INCOMPLETE and will not be heard by the appropriate Board until this information is provided. Applicants should place a CHECK next to each item which in his opinion is contained within the plans.

REQUIRED DETAILS:

- \_\_\_\_\_ 1. The location of all existing watercourses, wooded areas, easements, rights-of-way, streets, roads, highways, freeways, railroads, canals, rivers, buildings, structures or any other physical feature directly on the property if such feature has an effect upon the use of said property.
- \_\_\_\_\_ 2. The location, use and ground area of each proposed building, structure or any other land use.
- \_\_\_\_\_ 3. The location and widths of proposed streets, highways or freeways servicing the area.
- \_\_\_\_\_ 4. The location, size and capacity of off-street parking areas.
- \_\_\_\_\_ 5. The location, size and capacity of proposed loading berths and service areas.
- \_\_\_\_\_ 6. The location and treatment of proposed entrances and exits to public rights-of-way, including the possible utilization of traffic signals, channelization, acceleration and deceleration lanes, additional widths and any other traffic control device required for a traffic engineering analysis.
- \_\_\_\_\_ 7. The location and identification of proposed open spaces, parks or other recreational areas.
- \_\_\_\_\_ 8. The general location of landscaping and other forestry features, including preliminary grading for analysis of drainage water management.
- \_\_\_\_\_ 9. The location and design of buffer areas and screening devices.
- \_\_\_\_\_ 10. The location of sidewalks, walkways and all other areas proposed to be devoted to pedestrian use.
- \_\_\_\_\_ 11. General nature and location of public and private utilities, including maintenance facilities.
- \_\_\_\_\_ 12. Provisions for water supply, sewage disposal and storm drainage.
- \_\_\_\_\_ 13. General location, design, size and type of signs.
- \_\_\_\_\_ 14. Preliminary architectural plans for the proposed buildings or structures, indicating typical floor plans, elevations, height and general design of architectural theme.

Since every variance application involves a unique request for relief, it may be necessary to include additional information on the plan which is relevant to your application.

\_\_\_\_\_  
Signature of person who prepared checklist

\_\_\_\_\_  
Date of plan including last revision

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CHECKLIST:

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REQUIRED DETAILS:

\_\_\_\_\_ 1. The full plan of development, including street and alley lines and widths, building setback lines and areas such as parks, playgrounds and school grounds to be dedicated to or reserved for public purposes.

\_\_\_\_\_ 2. Widths of easements or rights-of-way, if any, for public services and utilities with notations of any limitation on such easements or rights-of-way.

\_\_\_\_\_ 3. The names of adjoining subdivisions, if any and the book and page where recorded.

\_\_\_\_\_ 4. Dimensions of sight triangles, tangents, radii, arcs and chords and central angles for all center-line curves on streets and at all street corners.

\_\_\_\_\_ 5. All bearings and boundary line dimensions for every lot and for every area proposed to be dedicated to or reserved for a public purpose.

\_\_\_\_\_ 6. Location of all monuments, designating the monuments referenced and showing at least two (2) permanent coordinated monuments within a reasonable distance of the site, as approved by the Township Engineer.

\_\_\_\_\_ 7. A title which shall include the name of the subdivision, the name of the owner or his agent, the name of the certifying engineer or land surveyor and the date.

\_\_\_\_\_ 8. A certification by the licensed engineer and land surveyor making such plat to the effect that the plat is correct in all engineering respects; and a statement duly acknowledged before some officer authorized to take acknowledgement of deeds, signed by the owner or owners of the property, to the effect that the subdivision shown thereon is made with their free consent and is in accordance with their desires.

Since every variance application involves a unique request for relief, it may be necessary to include additional information on the plan which is relevant to your application.

\_\_\_\_\_  
Signature of person who prepared checklist

\_\_\_\_\_  
Date of plan including last revision

TOWNSHIP OF HAMILTON  
MERCER COUNTY, NEW JERSEY

FLOODPLAIN RELIEF

The following list contains those items required to be included in the plans submitted for FLOODPLAIN RELIEF. Applications lacking any of this information may be classified as INCOMPLETE and will not be heard by the appropriate Board until this information is provided. Applicants should place a CHECK next to each item which in his opinion is contained within the plans.

REQUIRED DETAILS:

A. In addition to any site plan approval requirements contained in this chapter, no building or structure shall hereafter be erected, enlarged, expanded, externally altered or modified nor shall any paving, fill, excavation or improvement be permitted within any floodplain, unless a site plan shall have been submitted to the Township Planning Board for review and approval.

B. Said site plan shall be drawn to a scale not less than one (1) inch equals fifty (50) feet and shall show the following information.

- \_\_\_\_\_ 1. Existing and proposed building and structures.
- \_\_\_\_\_ 2. Proposed finished grade elevations at the corners of any structure or structures.
- \_\_\_\_\_ 3. Existing topography and proposed grading at contour intervals of at least two (2) feet.
- \_\_\_\_\_ 4. Verify and record the actual elevation (in relation to mean sea level) of the lowest habitable floor (including the basement) of all new or substantially improved structures.
- \_\_\_\_\_ 5. The location, type and size of all existing and proposed storm drainage facilities and other utilities serving or proposed to service the premises in question.
- \_\_\_\_\_ 6. The location, size and nature of all existing and proposed drainage rights-of-way or easements and the location, size and description of any land to be dedicated to the municipality, county or state.
- \_\_\_\_\_ 7. The layout and size of existing and proposed public or private streets.
- \_\_\_\_\_ 8. The elevation of any existing or proposed pumping facilities.
- \_\_\_\_\_ 9. The nature and extent of any construction, alteration or repairs.
- \_\_\_\_\_ 10. The location, size and nature of the entire lot or lots in question and contiguous lots owned by the applicant or in which the applicant has a direct or indirect interest.
- \_\_\_\_\_ 11. Proof of stream encroachment lines obtained from the Department of Environmental Protection.
- \_\_\_\_\_ 12. The extent of any proposed or previous filling of the land, if any.

\_\_\_\_\_ 13. The location, type and size of all existing and proposed erosion and siltation control measures, such as slope protection, soil stabilization, sedimentation basins, sediment trap headwalls, aprons and the like.

\_\_\_\_\_ 14. The location and orientation of all downspouts.

\_\_\_\_\_ 15. Any other information and data necessary to meet other requirements of this chapter.

C. Where required by the Planning Board, the developer shall furnish information relating to subsurface conditions based on percolation tests and soil borings or probes. Test borings or probes shall be performed by a licensed professional engineer and shall be in accordance with acceptable engineering standards and practices. Written notification of intention to conduct such a test shall be forwarded to and received by the Township Engineer at least forty-eight (48) hours prior to testing. A detailed report of the test shall be submitted to the Planning Board and the Township Engineer for review.

D. The applicant should be prepared to present evidence that the proposal:

\_\_\_\_\_ 1. Has an inherent low flood damage potential.

\_\_\_\_\_ 2. Either acting along or in combination with existing or future uses will not obstruct flood flows or increase flood heights and/or velocities or reduce ground absorption of stormwater.

\_\_\_\_\_ 3. Does not affect adversely the water-carrying or storage capacity of the channel floodway or flood fringe area.

\_\_\_\_\_ 4. Does not increase local run-off and erosion.

\_\_\_\_\_ 5. Does not unduly stress or degrade the natural environment of the floodplain or degrade the quality of surface water or the quality or quantity of groundwaters.

\_\_\_\_\_ 6. Does not require channel modification or relocation.

\_\_\_\_\_ 7. Is set forth in the Zoning Ordinance as a permitted use.

\_\_\_\_\_ 8. Is not a prohibited use in that portion of the floodplain where it is proposed to be located.

\_\_\_\_\_  
Signature of person who prepared checklist

\_\_\_\_\_  
Date of plan including last revision