

Chapter 425. Land Use

Article VI. Subdivision and Site Plan Review and Approval

§ 425-60. Subdivision plat details and other required data.

[Amended 10-8-1996 by Ord. No. 96-82; 4-10-2007 by Ord. No. 2007-24; 4-10-2007 by Ord. No. 2007-26; 6-24-2008 by Ord. No. 2008-39; 11-13-2012 by Ord. No. 2012-50]

A. Minor subdivision or resubdivision plats shall:

- (1) Be clearly and legibly drawn, to standard engineering scale of not less than one inch equals 100 feet, in black ink on translucent tracing cloth, translucent mylars at least four mils thick or its equivalent, of good quality, with signatures in ink, or as an equivalent reproduction on photographic fixed line mylar four mils thick with signatures in black ink or its equivalent and accompanied by a cloth print or photographic fixed line mylar four mils thick duplicate; and one of six standard sizes: 8 1/2 inches by 13 inches, 30 inches by 42 inches, 24 inches by 36 inches, 11 inches by 17 inches, 18 inches by 24 inches or 15 inches by 21 inches, as measured from cutting edges. If one sheet is not of sufficient size to contain the entire territory, the map may be divided into sections to be shown on separate sheets of equal sizes, with references on each sheet to the adjoining sheets, and an additional subdivision plan sheet shall be provided that shows the entire site development at a reasonable scale.
- (2) Show the scale, which shall be inches to feet and be large enough to contain legibly written data on the dimensions, bearings and all other details of the boundaries. Also show the graphic scale.
- (3) Show the acreage of the entire tract and the dimensions and area of each lot to the nearest square foot or nearest 1/100 of an acre. Show dimensions and bearings of all boundaries, including the portion to be divided. Bearings and curve data shall include the radius, delta angle, length of arc, chord distance and chord bearing sufficient to enable the definite location of all lines and boundaries shown, including public easements and areas dedicated for public use. Nontangent curves and nonradial lines shall be labeled. Right-of-way parcel maps shall show bearings, distances and curve data for the right-of-way or the center line or base line and ties to right-of-way lines if from a base line. Also show lot lines to be eliminated.
- (4) Number lots in each block consecutively. Block and lot designations shall conform with the Municipal Tax Map. The map shall show the block boundaries and designations for the territory shown on the map, in addition to the Municipal Tax Map sheet numbers, as per the Assessor's records.
- (5) Show the reference meridian used for bearings on the map graphically. The coordinate base, either assumed or based on the New Jersey Plane Coordinate System, shall be shown on the plat. Indicate the north designation, by arrow. The north arrow shall be oriented on the sheet(s) towards the top or to the right, consistently on all sheets.
- (6) Show and designate all municipal boundary lines crossing or adjacent to the territory.
- (7) Show all natural and artificial watercourses, streams, shorelines and water boundaries and encroachment lines. On right-of-way parcel maps, all easements that affect the right-of-way,

including slope easements and drainage easements, shall be shown and dimensioned.

- (8) Show and dimension all permanent easements, including sight triangle easements and utility easements, and the beneficiary and purpose of all easements shall be provided.
- (9) Clearly show all monumentation required by this chapter, including monuments found, monuments set, and monuments to be set. An indication shall be made where monumentation found has been reset. For purposes of this subsection, found corners shall be considered monuments. A minimum of three corners distributed around the tract shall indicate the coordinate values. The outbound corner markers shall be set pursuant to regulations promulgated by the State Board of Professional Engineers and Land Surveyors.
- (10) Cite the zone in which the property is located. The map shall show as a chart on the plat any other technical design controls required by local ordinances, including minimum street widths, minimum lot areas, minimum yard dimensions and other bulk requirements, and shall identify any variance requested from the zone district requirements.
- (11) Show the name of the subdivision/development, the name and address of the applicant/developer, the names of property owners of all lots involved in the application and the names of the municipality and county.
- (12) Show the date of the survey, date the plat was completed and the dates of any revisions, and shall be in accordance with the minimum survey detail requirements of the State Board of Professional Engineers and Land Surveyors.
- (13) Provide the name and address of the licensed surveyor who prepared the plat.
- (14) Show a key map relating the tract to surroundings and streams with an orientation consistent with the properties shown on the plat.
- (15) Show existing on-site structures, their use, and dimensions to property lines. Also show all structures within 150 feet of the land to be subdivided. Structures are considered to include, but not be limited to, buildings, driveways, mailboxes, signs, utility poles, drainage and sewerage structures, valves, septic systems and wells.
- (16) Note current use of application property and that of properties within 200 feet of the subject parcel. Include names of businesses, where appropriate.
- (17) Show any wellhead protection areas and identify any best management practices for wellhead protection, if applicable.
- (18) Show any area of special flood hazard and any floodway.
- (19) Show any wetlands and wetlands transition areas.
- (20) Show and identify the developable land area of each lot.
- (21) Provide a certificate of a land surveyor or surveyors, which shall be endorsed on the map as follows:

I certify that to the best of my knowledge and belief, this map and land survey, dated _____, meet the minimum survey detail requirements of the State Board of Professional Engineers and Land Surveyors, and the map has been made under my supervision, and complies with the Map Filing Law, in addition to the Title Recordation Act, and that the outbound corner markers as shown have been found, or set.

(Include the following, if applicable)

I further certify that the monuments as designated and shown have been set.

(Signature)

I certify that to the best of my knowledge and belief, this map and land survey, dated _____, meet the minimum survey detail requirements of the State Board of Professional Engineers and Land Surveyors, and the map has been made under my supervision, and complies with the Map Filing Law, in addition to the Title Recordation Act, and that the outbound corner markers as shown have been found, or set.

(Include the following, if applicable)

I further certify that the monuments as designated and shown have been set.

(Signature)

(Printed name)

Licensed professional land surveyor and Number

(Affix seal)

(22) Provide the following two certificates in lieu of the certificate above if the land surveyor who prepares the map is different from the land surveyor who prepared the outbound survey:

(a) I certify to the best of my knowledge, information and belief that this land survey, dated _____, has been made under my supervision and meets the minimum survey detail requirements of the State Board of Professional Engineers and Land Surveyors, and that the outbound corner markers as shown have been found, or set.

(Signature)

(Printed name)

Licensed professional land surveyor and Number

(Affix seal)

(b) I certify that this map has been made under my supervision and complies with the Map Filing Law, in addition to the Title Recordation Act.

(Include the following if applicable)

I further certify that the monuments as designated and shown have been set.

(Printed name)

Licensed professional land surveyor and Number

(Affix seal)

(23) Show the following requirements and endorsement on the map if monuments are to be set at a later date:

The monuments shown on this map shall be set within the time limit provided in the "Municipal Land Use Law," P.L. 1975, c.291 (N.J.S.A. 40:55D-1 et seq.) or local ordinance. I certify that a bond has been given to the municipality, guaranteeing the future setting of the monuments as designated and shown on this map.

The monuments shown on this map shall be set within the time limit provided in the ~~"Municipal Land Use Law," P.L. 1975, c.291 (N.J.S.A. 40:55D-1 et seq.) or local ordinance. If~~ (Signature) a bond has been given to the municipality, guaranteeing the future setting of the monuments as designated and shown on this map.

(Signature)

(Printed name)

Municipal Clerk

(24) Provide a certificate for the project surveyor that the monuments have been set or will be set if the map is a right-of-way parcel map.

(25) Provide a certificate of the Municipal Engineer, which shall be endorsed on the map as follows:

I have carefully examined this map and to the best of my knowledge and belief find it conforms with the provisions of the Map Filing Law, in addition to the Title Recordation Act, resolution of approval and applicable municipal ordinances and requirements.

(Signature)

(Printed name)

Municipal Engineer (Affix seal)

(26) Give the name of the street where the parcel is located. Show all street names approved by the City. If the map shows proposed highways, streets, lanes or alleys, a certificate of the Municipal Clerk shall be endorsed on the map as follows:

City Council has approved the highways, streets, lanes or alleys shown on this map.

(Signature)

Municipal Clerk

B. Major subdivision preliminary plats shall:

- (1) Provide all data listed in Subsection **A(1)** through **(21)** of this section.
- (2) Show existing and proposed streets with right-of-way widths, distances between intersections and sight triangles.
- (3) Show streams with widths and direction of flow, swales and ditches, as well as flood hazard areas, if any, which are located within 200 feet of the tract.
- (4) Show land set aside for recreation, with dimensions, area and proposed improvements, when said land is required to be reserved in accordance with § **425-82**.
- (5) Show existing and proposed lots, with dimensions.
- (6) Show building lines by dimensions or notation on the plat.

- (7) Show side and rear yards by dimensions or notation on the plat.
- (8) Designate names of property owners within 200 feet of the tract.
- (9) Show wooded areas and unusual land features.
- (10) Clearly depict bench marks and elevation datum.
- (11) Provide one soil log and permeability test for each five acres to be developed, as well as tests within the limits of infiltration structures to determine adequacy.
- (12) Provide additional tests, made and witnessed by the Health Officer or City Engineer, on lands comprised of Hydrologic Soil Group C or below. This shall not preclude the necessity for additional tests on lands comprised of Hydrologic Soil Groups A or B.
- (13) Provide proposed road plans and profiles on the same sheet with contours provided in the plan view.
- (14) Show utility plans and connection to mains.
- (15) Show proposed method of on-site sewage disposal and water supply.
- (16) Provide separate grading details for intersections and culs-de-sac (temporary or permanent).
- (17) Provide all utility facilities via underground installations.
- (18) Provide hydrologic soil group (HSG) and soil boring log information, including, but not limited to, soil profile, permeability rate, existing ground elevation, elevation of seasonal high water groundwater, depicted on drainage/grading sheets.
- (19) Show storm sewer, existing and proposed, in plan and profile.
- (20) Show basin cross sections, when applicable, indicating all relevant elevations and topographic features. The limit of the cross section shall be 50 feet from where the one-foot freeboard elevation intersects the inner bank of the basin.
- (21) Provide a note stating, "Existing City of Vineland monuments shall be preserved to the greatest extent practicable. Should the monumentation be damaged or destroyed, the responsible party shall reimburse the City of Vineland for the replacement of said monumentation."
- (22) Show details only on designated "detail sheets."
- (23) Include a note, in accordance with N.J.S.A. 40A:11-18, stating, "Only manufactured products of the United States, wherever available, shall be used where the City of Vineland, or any other governmental agency, will ultimately own and maintain the facility."
- (24) Include a note, as applicable, stating, "As-built permeability test results shall be provided for all components of the stormwater management system."
- (25) Include a note, as applicable, stating, "The design engineer shall certify in writing to the City of Vineland that the basin(s) has been constructed according to the approved design, that any approved deviations are noted and that the basin has been properly cleaned after 90% of the project completion. The engineer's certification shall also certify that the basin currently operates as intended by its design, taking into account all soil and water conditions encountered during construction."
- (26) Include a note, as applicable, stating, "Prior to final release of performance guarantee, the applicant shall provide an as-built plan of any and all stormwater systems and stormwater management basins. The as-built plan shall include, but not be limited to, basin bottom elevation and basin berm elevation at twenty-five-foot intervals, inverts and outlet structures."

- (27) Include a note, as applicable, stating, "The basin owner shall provide the City of Vineland with a maintenance bond for said basin for two years after final acceptance of the basin."
- (28) Show NJDEP application/permit numbers on the plan sheet, as applicable.
- (29) Clearly delineate the proposed limit of clearing. Identify the forest acreage to be removed and provide a forest retention and tree replacement plan, if applicable.
- (30) Provide a list of any design waivers or exceptions requested from City development regulations.
- (31) Provide a landscaping plan showing any proposed landscape areas, including buffer areas; show the number, size, species and location of proposed plantings; planting details; and proposed means of irrigation.
- (32) Provide a lot yield map showing the number of lots permitted under conventional zoning and the number of lots proposed, and identify any variances or design exceptions necessary to achieve the yield under conventional zoning standards, for residential cluster development or residential development based on lot size averaging.
- (33) Provide a certification of the design engineer, architect, planner, or surveyor, as applicable, of conformance of the plan and details to RSIS; identify any requested design waivers from RSIS; identify any requested de minimis exceptions from RSIS, and identify any improvements proposed to exceed RSIS, for residential development subject to the New Jersey Residential Site Improvement Standards (RSIS).
- (34) Indicate the distance and bearing to the nearest street intersection.

C. Major subdivision final plats shall:

- (1) Provide the data listed in Subsection A of this section.
- (2) Provide signatures on the plat of the property owners, Tax Collector and City Engineer.
- (3) Provide two copies of descriptions for dedication of streets and of lands reserved for public use.
- (4) Include a note indicating all conditions placed upon the development as a result of the Planning Board's approving resolution.
- (5) Provide endorsements, in addition to those required by the Map Filing Law and Title Recordation Act, as follows:
 - (a) This map has been approved by the City Council of the City of Vineland by the provision of Resolution No. _____, which was adopted on _____.

 (Signature) Date

 (Printed name)
 President, City Council

 (Signature) Date

 (Printed name)
 Municipal Clerk

(b) I/we, the undersigned, hereby certify, I/we are the owners of record of the lands involved in this subdivision and do hereby consent to the filing of the map shown.

(Signature) _____ Date

(Printed name)
Owner

(Signature) _____ Date

(Printed name)
Owner

(c) I hereby certify all taxes have been paid up to date on all properties in this subdivision.

(Printed name)
Tax Collector

(d) The Planning Board of the City of Vineland has duly reviewed and approved this subdivision under Resolution No._____, in accordance with Ordinance No. 86-38 (as amended). Said map shall be properly filed on or before _____.

(Signature) _____ Date

Chairman

(Signature) _____ Date

Secretary