

EXHIBIT A2
ABSECON CITY PLANNING BOARD
MINOR SITE PLAN REVIEW
CHECK LIST

DEVELOPMENT _____

STREET(S) _____

LOT(S) _____ BLOCK(S) _____

FOR PLANNING BOARD MEETING SCHEDULED ON _____

A Minor Site Plan is defined as a new building, structure or addition that is 5,000 s.f. or less requiring 25 parking spaces or less.

KEY	
C	Plans Comply with Ordinance
X	Plans Do Not Comply (see attached comments)
NA	Not Applicable
RW	Recommend Waiver
WR	Waiver Requested by Applicant

SUBMISSION REQUIREMENTS

1. The applicant will submit 20 copies of the site plan and supplemental documents clearly drawn and accurately reproduced at a scale of 1" =50' to the secretary of the appropriate board. All maps, plats and sketch plats required to be submitted by this ordinance shall conform to one of the following size configurations: eleven by seventeen by twenty-one (11x17) inches, twenty-four by thirty-six (24x36) inches, or thirty by forty-two (30x42) inches. _____

A copy of the plan shall also be sent to the Atlantic County Planning Board for review, comment and where appropriate, approval.

The various elements of the site plan shall be prepared by the professionals as required in New Jersey Statute 13:40-7.1, licensed to practice in the State of New Jersey according to the following instructions and including the following information and data.

2. Completed Site Plan Application. _____
3. Completed Variance Application (if applicable) _____

- 4. Payment of Application fees. _____
- 5. Payment of Escrow fees. _____
- 6 Proof of taxes paid (If applicable) _____
- 7. Proof of public notice in accordance with NJSA 40:55D-12 (if applicable). _____
- 8. Planning Board Approval block with:
 - a. Planning Board Engineer signature line _____
 - b. Chairman signature line _____
 - c. Secertary signature line _____
- 9. Atlantic County Approval block(if applicable) _____
- 10. Key map showing the parcel to be developed in relationship to the surrounding area and all intersections and waterways within 300 feet. _____
- 11. Title of project, north point, scale, name and address of owner of record, name and seal of person preparing the site plan. _____
- 12. All lot lines, block and lot numbers, and owners of record within 200 feet of the site in all directions. _____
- 13. All existing zoning boundaries located on or within 200 feet of subject property, and a Zoning Table listing conformance or variance required. _____
- 14. An Outbounds and Topographic survey prepared and signed by a land surveyor licensed in the State of New Jersey shall accompany site plans and shall show the boundaries of the parcel, existing conditions depicting on-site improvements and adjoining public street improvements. _____

Survey must include the following:

- A. Existing structures, and topography with 1 foot contour intervals.
 - B. Location and height of existing walls, fences, signs, culverts, and bridges.
 - C. Existing easements, R.O.W. lines, sidewalks and curbs.
 - D. Vertical datum and benchmark location noted.
- 15. Architectural floor plans and elevations, prepared by an Architect licensed to practice in the State of New Jersey. _____

16. Site Plan prepared and signed by Engineer or Architect (under 10AC) licensed in the State of New Jersey. Plan must include the following: _____
- A. Plan depicting proposed buildings and parking.
 - B. Street profiles and cross-sections indicating roadway width, location and width of sidewalks, location and width of utility easements.
 - C. Location of all proposed sewer and water lines, valves, manholes and hydrants.
 - D. Location, design and ingress/egress of all proposed parking areas including bay size and size of internal aisles. Parking design shall conform to Section 224.-128.
 - E. Proposed landscaping plan conforming to requirements in Section 224-129.
 - F. Proposed lighting conforming to requirements in Section 224.-130.
17. A soil erosion and sedimentation control plan pursuant to requirements of N.J.S.A. 4:24-39 et seq. _____
18. A storm water management plan and calculations and the location of all existing and proposed storm drainage retention basins, pipes, and water courses with pipe sizes, grades, and direction of flow. _____
19. Tabulation of total acreage and percentage of building area, impervious area and open space area. _____
20. Status of Permits and approvals by other governmental agencies. _____