

TOWNSHIP OF LOGAN
SOIL & FILL IMPORTATION AND PLACEMENT APPLICATION SUBMITTAL CHECKLIST

Applications: 5 copies of application - Applicant will reproduce the copies at his/her costs. The Township Clerk will provide two blank application forms.

5 copies of Supporting Documents and Plans

Requirements

If application is incomplete by neglecting any requirement, the documents will not be deemed a complete application.

A. Information and administrative data:

	Yes	No	N/A	Seeking Waiver
1. Brief description of project.	()	()	()	()
2. Name, address and phone number of owner and name, address and phone number of applicant.	()	()	()	()
3. Owner's certificate of concurrence with plan: "I hereby certify that I am the owner of record of the site herein depicted and that I concur with the plan."	()	()	()	()
4. Name and license number of design professionals with documents sealed.	()	()	()	()
5. Dates and revision dates of drawings.	()	()	()	()
6. Scale and graphic scale, no larger than 1" = 10', and no less than 1" = 50' for a tract up to 40 acres submitted on one of the four approved standard sizes approved under "The Map Filing Law".	()	()	()	()
7. North Arrow.	()	()	()	()
8. Key map, not smaller than 1" = 2,000' showing location in the Township.	()	()	()	()
9. Site Data Schedule showing: zone classification and total area in square feet.	()	()	()	()
10. Existing streets, street lines and names.	()	()	()	()
11. All property line dimensions and directions, angles or bearings, and set back lines, front, rear and side yards.	()	()	()	()
12. The boundary lines of the whole tract of land within which the proposed soil or fill importation and placement will take place.	()	()	()	()

	Yes	No	N/A	Seeking Waiver
13. The limits and boundaries of the proposed work area, showing the location of markers or monuments set on or in the ground to define said limits.	()	()	()	()
14. Existing zoning and Zone boundaries and contiguous zone classifications.	()	()	()	()
15. All dimensions needed to conform to the soil & fill importation and placement ordinance and any applicable variances and waivers applied for.	()	()	()	()
16. The lot and block numbers of the subject parcel and all adjoining land as shown on the Official Tax Map and an identification of the owners thereof within 300' radius.	()	()	()	()
17. Site plan prepared by N.J. Licensed Engineer.	()	()	()	()
18. Payment of Taxes Certification.	()	()	()	()
19. Hold Harmless Agreement.	()	()	()	()
20. Certificate of Public Inability Insurance.	()	()	()	()
B. <u>Topography</u>				
1. The existing contour lines and grades and proposed contour lines and finished grades for the entire proposed work area. Present and proposed grades based on N.J. Geodetic Control Survey Datum, at 1' contour intervals, except that when slope is 10% or greater, 5' intervals.	()	()	()	()
2. The existence of a permanently established bench mark or bench marks approved by the Township Engineer, for which there has been established vertical and horizontal control based on the New Jersey plane coordinate system and National Geodetic Vertical Datum.	()	()	()	()
3. Significant existing features: Streams, wetlands, and significant vegetation, forest associations, and wildlife habitats.	()	()	()	()
C. <u>Development Areas & Structures</u>				
1. The location of all existing and proposed structures and buildings and any other physical elements on and within 300' of site with finished grade elevation at corners; proof of receipt of written notification of the application by each of the landowners and/or occupants within 300 feet shall be attached to the application.	()	()	()	()

	Yes	No	N/A	Seeking Waiver
2. Provisions for visual screening and details.	()	()	()	()
3. Proposed use of all areas of the site.	()	()	()	()
4. Location and description of all existing and proposed signs.	()	()	()	()
5. All fencing.	()	()	()	()
6. All necessary retaining walls.	()	()	()	()
D. <u>Traffic Layout</u>				
1. Lay down areas showing spaces and sizes.	()	()	()	()
2. Driveways showing sizes, circulation and traffic flow and controls.	()	()	()	()
3. Sidewalks and other pedestrian ways.	()	()	()	()
4. Surface of parking area, slopes and barriers.	()	()	()	()
5. Curbing at ingress and egress and parking lot.	()	()	()	()
6. Details of driveway.	()	()	()	()
7. The location of all points of ingress and egress to the tract of land.	()	()	()	()
8. The location, size, and nature of all existing and proposed streets and rights-of-way, easements and other encumbrances, excluding those included within the area to be mined.	()	()	()	()
E. <u>Miscellaneous</u>				
1. Lighting standards and utility poles indicating size, height, type, construction, light fixtures and locations.	()	()	()	()
2. Lighting plan indicating spacing, height, foot candles and provisions for elimination of sky glow and glare and angle of light spread.	()	()	()	()
3. Copy of any covenants or deed restrictions.	()	()	()	()
4. A soils map.	()	()	()	()
5. An erosion and sediment control plan that has been approved by the Gloucester County Soil Conservation Service.	()	()	()	()
6. Description and details of proposed rehabilitation, stabilization and reforestation of the proposed work area.	()	()	()	()

	Yes	No	N/A	Seeking Waiver
7. The intended use of the work area subsequent to completion of the excavation.	()	()	()	()
8. Description and details of proposed safety measures to be taken during operations to eliminate unsafe and hazardous conditions, extensive erosion, and ponding of water.	()	()	()	()
9. A study showing the effect, if any, that the proposed work will have on the elevation, movement, quantity or quality of groundwater and/or surface water within the Township, or affecting adjacent property owners.	()	()	()	()
10. Written consent of the owner of the premises containing the proposed work area, if the owner is other than the applicant.	()	()	()	()
11. The appropriate fees required.	()	()	()	()
12. An Environmental Impact Statement, in triplicate, signed and sealed by a New Jersey licensed engineer or a New Jersey licensed professional planner, which shall include at a minimum all considerations and elements contained in the current Logan Township soil importation environmental impact statement requirements form issued by the Township Engineer.	()	()	()	()
13. Soil importation donor site details consistent with NJDEP SRP Alternate and Clean Fill Guidance for SRP Sites dated December 29, 2011 (Version 2.0).	()	()	()	()
14. For sites zoned for, or proposing residential development, a complete site plan indicating the location, volume, contaminant loading, height and/or depth of fill material.	()	()	()	()
15. A soil//fill reclamation plan which includes:	()	()	()	()
(a) Method of stockpiling topsoil and overburden.				
(b) Proposed grading and final elevations.				
(c) Topsoil material application and preparation.				
(d) Type, quantity and age of vegetation to be used.				
(e) Fertilizer application including method and rates.				
(f) Planting method and schedules.				
(g) Maintenance requirements schedule.				

Yes	No	N/A	Seeking Waiver
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F. Drainage and Storm Systems, Sanitary Sewers, and Utilities

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| 1. | Provision for the control of stormwater runoff from the work area as required by Chapter 95 of the Code of the Township of Logan; the applicant should give consideration to the need for detention and/or retention and/or sedimentation basins so as to minimize possible adverse conditions resulting from uncontrolled runoff and sedimentation. | () | () | () | () |
| 2. | Location, type and size of all existing and proposed catch basins, storm drainage structures, facilities, water courses and ditches. | () | () | () | () |
| 3. | Location, type and size of waste disposal system and sanitary sewer lines (as applicable). | () | () | () | () |
| 4. | Location and type of utilities: electric, gas, telephone, water. | () | () | () | () |
| 5. | Show by means of arrows that lot drains adequately into existing waterways or storm drains adequately into existing waterways or storm drains. Details: Top, invert, size of pipe. | () | () | () | () |
| 6. | Location of all easements related to drainage. | () | () | () | () |
| 7. | Storm drainage calculations, certified by Professional Engineer. | () | () | () | () |
| 8. | Storm water management and control plan. | () | () | () | () |
| 9. | Off-tract and off-site improvements. | () | () | () | () |

G. Landscaping and Buffering

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|----|--|-----|-----|-----|-----|
| 1. | Buffer areas including location of landscape screen, fencing, and berms. | () | () | () | () |
| 2. | All landscape areas: Planting plan with size, species and spacing of proposed plant materials. | () | () | () | () |
| 3. | Proposed location and proposed species and spacing of trees to be planted. | () | () | () | () |

H. Environmental Factors

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| 1. | Submit available site information as part of application. |
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	Yes	No	N/A	Seeking Waiver
a. US Dept. of Agriculture Soil Survey	()	()	()	()
b. US Fish and Wildlife Service National Wetlands Inventory (NWI) Maps	()	()	()	()
c. US Geologic Survey Topographic Maps	()	()	()	()
d. Federal Flood Emergency Management Act (FEMA) Maps and data	()	()	()	()
2. Determine presence or absence of wetlands				
a. If wetlands are present, wetlands boundary must be delineated and approval of the delineation and transition area buffer(s) must be issued by NJDEP Office of Freshwater Wetlands, if any "regulated activity" is proposed within or adjacent to the wetlands area.	()	()	()	()
b. No activity to occur within wetlands areas without additional permit approval from NJDEP Office of Freshwater Wetlands.	()	()	()	()
3. Check site for presence of small lakes or ponds. A permit from the Office of Fresh Water Wetlands may be required before disturbance can take place.	()	()	()	()
4. Check for present of natural streams on site or adjacent property.	()	()	()	()
a. If waterway is present, determine the flood hazard elevation for the waterway.	()	()	()	()
b. No construction work is to occur below the flood hazard elevation without a Stream Encroachment Permit obtained from NJDEP Bureau of Flood Plan Management (this includes roadway and utility crossings).	()	()	()	()
5. The location and verification if development may impact endangered plants, animals, forest associations, or a site of historical or cultural significance as there may be limits on development on such sites.	()	()	()	()

6. Could development have an impact on groundwater or surface water? Certain types of activities and discharges may require a New Jersey Pollution Discharge Elimination System Permit. () () () ()
7. Documentation that the site has been checked for prior industrial use, for possible hazardous substances or contamination. The Environmental Cleanup Responsibility Act (ECRA) may require clean up of contaminants prior to the site being put to another use. () () () ()
8. Development of land within the area designated as the coastal zone is regulated by NJ Rules on Coastal Resources and Development. () () () ()