

LAND DEVELOPMENT STANDARDS FOR SALEM COUNTY



SALEM COUNTY DEPARTMENT OF PLANNING AND AGRICULTURE

December, 2011



**LAND DEVELOPMENT RULES AND REGULATIONS
OF THE COUNTY OF SALEM**

-2011-

Adopted 12-28-2011 Board of Chosen Freeholders Resolution # 2011-658

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CHAPTER I

INTRODUCTION

SECTION 1.1 Title, Purpose, Authority, & Applicability

A. Short Title

These Rules and Regulations shall be known and may be cited as “The Land Development Standards of the County of Salem, New Jersey”.

B. Purpose

These Rules and Regulations have been enacted for the following purposes:

1. To provide uniform rules, regulations, and standards for the review of all land subdivisions and site developments within the boundaries of Salem County.
2. To provide consistency in the review and approval of subdivisions of land and site developments affecting the County road system and/ or drainage facilities.
3. To promote the public health, safety, convenience, and general welfare of Salem County and its residents.
4. To ensure that those aspects of land development over which Salem County has regulatory authority conform to the guidelines and standards described herein.

C. Authority

These Rules and Regulations are adopted in accordance with the New Jersey County Planning Act, NJSA 40:27-1 et seq.

D. Applicability

All subdivisions and site plans in Salem County shall be submitted to the Salem County Planning Board for review and approval as prescribed by these regulations.

SECTION 1.2 Definition And Word Interpretation

- A. For the purpose of these Rules and Regulations, unless the context clearly indicates a different meaning, the term “shall” indicates a mandatory requirement, and the term “may” indicates a permissive action.

DEFINITIONS

1. Abutting County Road. Any existing or proposed County road shown on the adopted County Master Plan or Official Map which adjoins a lot or parcel of land submitted for approval under these Regulations.
2. Acceleration Lane. An auxiliary speed change lane, subject to the design standards set forth by the County Engineer, primarily for the acceleration of vehicles entering the through traffic lanes. The term applies to the added pavement joining the traveled way of the County road with that of the intersecting road.
3. Access Permit. The written permission from the County Engineer allowing one or more driveways, construction of sidewalks, curbing and any other work within the limits of the County's present or future right-of-way.
4. Adverse Drainage. The presence of any one or combination of the following:
 - a. The absence of drainage facilities or drainage easements in a drainageway leading to, from, along, or through a County road or County drainage structure, either within or exterior to a proposed land development.
 - b. Facilities of such location, size, design, construction or condition that will not provide adequately for storm drainage.
 - c. Conditions that will cause flooding, erosion, siltation or other damaging effects to a County road or drainage facility.
 - d. Conditions that will threaten to damage private property as a result of surface water passage from or along a County road or through a County drainage facility.
5. Agent. Any individual or individuals authorized to receive for the applicant, correspondence relative to an application for development submitted to the County Planning Board.
6. Agricultural Purposes. Farming and related pursuits not including the erection, alteration, enlargement, reconstruction, or occupancy of any structure not directly related to the farm operation.
7. Applicant. Any individual, firm, association, syndicate, partnership, or corporation submitting an application for subdivision and/or development.
8. Application for Development. The application form, fees, escrow, and all accompanying documents required by regulation for approval of a subdivision or site plan as specified in these Rules and Regulations.
9. Arterial. Any road so designated in the adopted functional classification of roads in the County system.
10. Bridge. Any structures having an overall span in excess of twenty (20) feet and designed to convey vehicles and/or pedestrians over a water course, railroad or highway.

11. Building. A construction adapted to permanent, temporary, or continuous occupancy and having a roof.
12. Building Lot. A parcel of land conforming in dimension to the appropriate local municipal zoning regulations.
13. Centerline of the Right-of-Way. A line located in the exact center between right-of-way lines of any right-of-way having uniform width. Where a right-of-way has been widened irregularly, the centerline shall be the center of the original right-of-way.
14. Collector. Any road so designated in the adopted functional classification of roads in the County system.
15. County Master Plan. A composite of the master plan for the physical development of the County, with accompanying maps, plats, charts, and descriptive and explanatory matter adopted by the County Planning Board pursuant to Revised Statutes 40:27-2.
16. County Planning Board. A County Planning Board established by a County pursuant to R.S. 40:27-1 to exercise the duties set forth in such chapter, and means, in any County having adopted the provisions of the "Optional County Charter Law" (P.L. 1972, c. 154; C. 40:41 A-1 et seq.), and department, division, board, or agency established pursuant to the administrative code of such County to exercise such duties, but only to the degree and extent that the requirements specified in such chapter for County Planning Boards do not conflict with the organization and structure of such department, division, agency, or board as set forth in the administrative code of such County. (The Salem County Planning Board).
17. County Road. Any existing road or proposed new road which is part of the County circulation network.
18. Cross Sections. A diagram of the vertical cut through a road showing the right-of-way lines, centerline of the roadway, median, pavement, cross-slope, number of traffic bearing lanes, sidewalks, curbs, shoulders, ditches and roadsides.
19. Culvert. A structure designed to convey a water course under a road or pedestrian walk not incorporated in a closed drainage system, having a clear span of twenty (20) feet or less.
20. Days. Calendar days.
21. Deceleration Lane. A driving lane designed primarily for the deceleration of vehicles leaving the thru-traffic lanes. The term "deceleration lane" applies broadly to the added pavement joining the traveled way of a County road with that of an intersecting road or driveway. This lane must be constructed in conformance with Salem County road design standards subject to modification by the County Engineer where those standards are in conflict with special site conditions.
22. Detention Pond. A basin or depression formed by the construction of a barrier or dam to retain storm water runoff and discharge this water at a reduced rate.

23. Development. Any subdivision, construction or improvement which alters the existing or potential use of land.
24. Development Review Committee. The Committee, established by Resolution to review and where appropriate approve applications for subdivisions of land and site development.
25. Drainage Structure Facilities. Any constructed, contrived or naturally formed facility which functions to contain and carry off storm or surface water.
26. Drainage Right-of-Way or Easement. The land required for the installation or maintenance of storm water sewers or drainage ditches, or along a natural stream or water course upon which structures may not be erected and the County of Salem is given access for the preservation and maintenance of the channel, floodway and/or drainage facilities.
27. Driveway. A paved or unpaved area which allows access from a street to the interior of the property and is used for the ingress and egress of vehicles.
28. Easement. A dedication or conveyance to the County of Salem of land for the purpose of the installation of utilities, construction, reconstruction or the improvement of a County road including repair and maintenance, construction, reconstruction or alteration of facilities related to the safety, convenience or carrying capacity including clear sight and drainage.
29. Final Approval. The official action taken by the County Planning Board on a preliminary approved major subdivision or site plan after all conditions, engineering plans and other requirements have been completed or fulfilled and the required improvements have been installed or guarantees properly posted for their completion or approval conditional upon posting of such guarantees.
30. Final Plat. The map of all or a portion of a subdivision complying with these subdivision review regulations and meeting all the requirements established by the Salem County Planning Board in granting preliminary approval for the subdivision.
31. Flood Plain. The area adjoining the channel of a natural stream, drainage course, or body of water which has been or may be hereafter covered by flood water. In general, the regulated flood plain is the area covered by water during the 100-year storm.
32. Floodway. The channel of a natural stream and portions of the flood plain adjoining the channel which are required to carry and discharge the flood water or flow of any streams. Unless delineated under P.L. 1972 c. 185, the floodway is defined as the portion of the flood plain lying within fifty (50) feet of the adjacent channel edge of a natural stream or within twenty five (25) feet from the edge of a lake or centerline of any watercourse other than a natural stream.
33. Impervious Surface. A surface which has been compacted or covered with a layer of material so that it is highly resistant to infiltration by water.
34. Interested Party. Any person or persons whose right to use, acquire or enjoy property is or may be affected by an action taken under the provisions of these Standards.

35. Irrevocable Letter of Credit. A form of performance and maintenance guarantee issued by a financial institution to ensure the completion of required improvements to County roads and drainage facilities, which is acceptable to the County Planning Board.
36. Land Development. Any and all subdivisions of land; any site plan involving commercial or industrial uses, multifamily structures containing two (2) or more units, any other use requiring off-street parking and any change in contours which would adversely affect County road drainage.
37. Local County Road. Any road so designated in the adopted functional classification of roads in the County system.
38. Maintenance Guarantee. Any security, other than cash, that is acceptable to the County Planning Board to assure the maintenance of approved installations by developers for a period of two (2) years after release of the developer's performance guarantee with respect to such improvements.
39. Major Subdivision. Any subdivision not classified as a minor subdivision but classified as a major under the conditions of a municipal subdivision ordinance and certified on the plats submitted to the County Planning Board.
40. Major Drainage Basin. The area drained by any creek or river, including all the tributaries thereof, flowing into the Delaware River or into another County. The major drainage basins of Salem County are: (1) Maurice River Drainage Basin, (2) Oldmans Creek Drainage Basin, (3) Salem Creek Drainage Basin, (4) Alloways Creek Drainage Basin, (5) Stow Creek Drainage Basin, (6) Cohansey River Drainage Basin and (7) Delaware River Direct Drainage Area (areas contributing surface runoff directly to Delaware River and not to one of above drainage basins listed).
41. Marginal Access Street. An internal street running parallel to the edge of a land development allowing for several lots to have access to a County road via a common access point.
42. Minor Subdivision. Any subdivision not involving any new streets, planned development, or any extension of off tract improvements which is classified as a minor subdivision under the conditions of a municipal subdivision ordinance and certified on the plat submitted to the County Planning Board.
43. N.J.D.E.P. The New Jersey Department of Environmental Protection.
44. Official County Map. The map, with changes and additions thereto, adopted and established, from time to time by Resolution of the Board of Chosen Freeholders of Salem County pursuant to R.S. 40:27-5.
45. Off-Site. Located outside the portion being reviewed but which is the subject of a development application or located on a contiguous portion of a street or right-of-way.
46. Off-Tract. Not located on the property which is the subject of a development application or on a contiguous portion of a street or right-of-way.
47. On-Site. Located within the portion being reviewed.

48. On Tract. Located on the property which is the subject of a development application or on a contiguous portion of a street or right-of-way.
49. Performance Guarantee. Any security accepted by the County Planning Board approved by the County Freeholders as to form and by the County Engineer's office as to the amount which may be accepted in lieu of a requirement that certain improvements be made before the County Planning Board grants final approval.
50. Plat. The map showing the proposed subdivision and other appropriate information as required under the terms of these Rules and Regulations.
51. Preliminary Approval. That action by the County Planning Board that established the requirements for final major subdivision approval.
52. Preliminary Plat. The detailed map preceding the Final Plat showing the proposed layout of the land development submitted as a basis of granting tentative approval to the development accompanied by all of the necessary information required under Plat Details.
53. Reserved Parcel. That portion of a property set aside to remain undeveloped.
54. Re-subdivision. Either the further division or relocation of lot lines of any lots within a subdivision previously made and approved, or recorded according to law, or the alteration of any street or the establishment of any new streets within any subdivision previously made and approved or recorded according to law, but does not include conveyances so as to combine existing lots by deed or other instrument. The designation of a subdivision as a "re-subdivision" shall be determined on the basis of the tract or parcel of land affected without regard to any change in ownership.
55. Retention Pond. A basin or depression formed by the construction of a barrier or dam to retain storm water runoff for infiltration (or percolation) into the ground.
56. Reverse Frontage. The provisions in the design of a subdivision allowing lots contiguous to a County road to front on an internal street without direct access to the County road.
57. Road Right-of-Way. The total width of property comprising a road to which the County, State or local government is entitled as a result of purchase, grant or dedication of easement.
58. Setback. A line established parallel to and a specific distance from the existing or proposed street right-of-way line or lot line that restricts the placement of buildings and structures within such distances as specified by local municipal zoning ordinances.
59. Shoulder. The graded part of the right-of-way that lies between the edge of the main pavement and curb line. This "shoulder" may be paved or unpaved as specified herein or as directed by the County Engineer.
60. Sight Distance. That distance along both roads at an intersection sufficient to allow drivers to see approaching traffic for traffic safety.

61. Sight Triangle Easement. A triangular shaped area at the intersection of two roads established in accordance with the requirements of this ordinance in which visual obstructions are not permitted in order to promote traffic safety.
62. Site Development. Any construction or improvement which alters the existing use of a specific land parcel.
63. Site Plan. A development plan of one or more lots on which is shown: (1) the existing and proposed conditional of the lot, including but not necessarily limited to topography, vegetation, drainage, floodplains, marshes and waterways, (2) the location of all existing and proposed buildings, drives, parking spaces, walkways, means of ingress and egress, drainage facilities, utility services, landscaping, structures and signs, lighting, screen devices, and (3) any other information that may be reasonably required in order to make an informed determination concerning the adequacy of the plan in accordance with the requirements of this Ordinance.
64. Sketch Approval. That action by the County Planning Board that affirms that the lot layout of a subdivision is acceptable as a basis for preliminary and final plat submission.
65. Sketch Plat. Means rough layout of sufficient accuracy to be used for review purposes and meeting the requirements under Plat Details.
66. Street. Any street, avenue, boulevard, road, parkway, drive, or other public way which; (1) is an existing State, County or Municipal roadway, or (2) is shown on a plat heretofore approved pursuant to law; or (3) is approved by official action as provided by N.J.S.A. 40:SSD-1 et seq.; or (4) is shown on a plat duly filed and recorded in the office of the County Clerk prior to appointment of the Planning Board and the grant to the Board of the power to review plats. The term "street" includes the land between street lines, whether improved or unimproved, and may comprise pavement, shoulders, gutters, sidewalks, parking areas and other areas within the street lines.
67. Street Line. The right-of-way of a street, road, or other public right-of-way used or intended for use by vehicular traffic.
68. Subdivision. The division of a lot, tract or parcel of land into two (2) or more lots, tracts, parcels or other divisions of land for the purpose, whether immediate or future, of sale, lease, or building development. The term "subdivision" shall also include the term "re-subdivision".
69. Subdivider. Any individual, firm, association, syndicate, co-partnership, corporation, trust or any other entity commencing proceedings under the provisions of any subdivision ordinance to effect a subdivision of land for himself or another.
70. Water Course. Any natural swale, stream, brook, or river which is the natural course of running water through which water flows ordinarily and frequently, but not necessarily continuously. This definition includes water courses which have been artificially realigned or improved.

71. Wetlands. Those areas where the substrate is inundated or saturated by surface or groundwater at a frequency, magnitude and duration to support , and under normal circumstances do support a prevalence of vegetation adapted for life in saturated soil conditional, commonly known as hydrophytic vegetation. Wetlands include but are not limited to lands with poorly drained or very poorly drained soils with seasonal high water tables of one (1) foot or less from the surface as designated or defined using the 3-parameter approach (i.e. hydrology, soils and vegetation) enumerated in the April 1, 1987 interim-final draft "Wetland Identification And Delineation Manual" developed by the United States Environmental Protection Agency, and any subsequent amendments, and subject to regulation by the NJDEP under the Freshwater Wetlands Protection Act, NJSA 13-9B;

End of Section

CHAPTER II

DEVELOPMENT REVIEW PROCEDURES

SECTION 2.1 Procedures and Regulations

- A. All applications for land development within Salem County, together with the accompanying maps, plats, charts and descriptive matter required to comply with this regulation shall be submitted to the County Planning Board for review, and where required approval, prior to approval by the local Municipal Authority. The County Planning Board shall report to the Municipal Approving Authority on all land developments within thirty (30) days of an application for land development being deemed complete by the County Planning Board. Failure to report to the Municipal approving authority in that period of time shall deem said land development to have been approved by the County Planning Board unless an extension is agreed to by the Applicant and granted under the terms of these Standards.
- B. The action taken by the County Planning Board on all applications for land development shall be set forth in writing and submitted to the Municipal Approving Authority with a copy forwarded to the applicant or his authorized agent. Said report shall set forth all conditions for County approval or, if disapproved, all reasons for said disapproval.
- C. Land development applications of sketch, preliminary, and final plats shall be submitted to the County Planning Board by the Municipal Approval Authority or by the Municipal Official designated to receive such applications on behalf of the Municipal Approval Authority, or they may be submitted by the applicant or his authorized agent who shall be required to sign a statement to the effect that the plat has or will be duly filed with the appropriate Local Agency and that said Agency has been advised as to the method of submission for County Planning Board review.
- D. Applications for land development shall be submitted to the County Planning Board at least seven (7) days before the regularly scheduled monthly County Planning Board meeting to insure adequate time for examination of the application by the County Review Committee.

SECTION 2.2 Minor Subdivisions

- A. At least four (4) prints, together with a copy of the County subdivision approval application, of all land development classified as minor subdivisions under the terms of these Standards, shall be submitted to the County Planning Board. Of the prints one (1) will be returned to the applicant or his authorized agent, one (1) will be returned to the Municipal Approving Authority, one (1) will be retained on file with the County Planning Board, and one (1) will be retained on file with the County Engineer.

- B. Land developments classified as minor subdivisions under the terms of these Standards and submitted to the County Planning Board shall conform in every way to the requirements for Minor Subdivision and Sketch Plats described in Section 3.2.
- C. Pursuant to the Municipal Land Use Law (N.J.S.A. 40:55D) a minor subdivision may be filed by deed or by plat. If a plat is to be filed with the County Clerk's Office, it shall conform in every way to the requirements of the Map Filing Law.
- D. Within thirty (30) days of the receipt of a completed application for minor subdivision, the County Planning Board shall take one of the following actions.
 - 1. County approved as submitted.
 - 2. Withhold subdivision approval subject to any applicable requirements of the County Engineer.
 - 3. Disapprove the subdivision.
 - 4. Certify that the subdivision does not significantly affect County road and drainage facilities, and County Planning Board approval is not required.
- E. The County Planning Director shall report the action taken on all minor subdivisions to the County Planning Board.

SECTION 2.3 Major Subdivision Sketch Approval

- A. For all land development classified as a major subdivision under the terms of these Standards at least four (4) copies of the sketch plat together with a copy of the County Subdivision Approval application shall be submitted to the County Planning Board. Of the prints submitted, one (1) will be returned to the applicant or his authorized agent, one (1) to the Municipal Approving Authority, one (1) will be retained on file with the County Planning Board, and one(1) will be retained by the County Engineer's office.
- B. Subdivision plats classified as sketch plats for major subdivision under the terms of these Standards and submitted to the County Planning Board shall conform in every way to the requirements for "sketch plat" of these Standards.
- C. Within thirty (30) days of the date of receipt of a sketch plat, the County Planning Board shall take the following action:
 - 1. Approve the sketch plat as a basis for submission of preliminary and final plats.
 - 2. Conditionally approve the sketch plat subject to modifications and changes in design to be incorporated on the preliminary plats.
 - 3. Disapprove the subdivision.

4. Certify that the subdivision does not significantly affect County road and drainage facilities and County Planning Board approval is not required.

SECTION 2.4 Major Subdivision Preliminary Approval

- A. For all land developments classified as major subdivisions under the terms of these Standards at least four (4) copies of the preliminary plat shall be submitted to the County Planning Board. Of the prints submitted, one (1) will be returned to the applicant, or his authorized agent, one (1) to the Municipal Approval Authority, one (1) to be retained on file with the County Planning Board, one (1) to be retained by the County Engineer.
- B. One (1) copy of the preliminary plat shall be submitted to the County Engineer by the County Planning Board for engineering evaluation of the proposed subdivision. At preliminary review the County Engineer shall make recommendations for County requirements including easements for drainage, road widening and clear sight purposes, improvements along County roads and improvement or construction for drainage facilities.
- C. Subdivision plats classified as preliminary plats for major subdivision and submitted to the County Planning Board shall conform in every way to the requirements for "Preliminary Plat" in these Rules and Regulations.
- D. Within thirty (30) days of the receipt of a completed application for preliminary major subdivision approval, the County Planning Board shall take one of the following actions:
 1. Grant preliminary and final approval if there are no County road and drainage requirements and the plat conforms to the requirements of the Map Filing Law.
 2. Grant preliminary approval; final approval subject to any applicable requirements of these Rules and Regulations.
 3. Deny preliminary approval.
- E. Within thirty (30) days of the receipt of a completed application for preliminary major subdivision approval which has not previously been reviewed for sketch major subdivision approval; the County Planning Board shall take one of the following actions:
 1. County approved as submitted.
 2. Grant sketch and preliminary approval; final approval subject to the presentation of plats that conform to the Map Filing Law.
 3. Grant sketch approval and deny preliminary approval; final approval subject to any applicable requirements of these Rules and Regulations.

4. Grant sketch approval and deny preliminary approval.
5. Grant conditional sketch approval subject to modifications and changes in design to be incorporated on a resubmitted preliminary plat.
6. Deny sketch approval.
7. Certify that the subdivision does not significantly affect County road and drainage facilities and County Planning Board approval is not required.

SECTION 2.5 Major Subdivision Final Approval

- A. At least four (4) black on white paper prints and one (1) translucent mylar at least 4 mils thick or its equivalent together with a copy of the County application form shall be submitted to the County Planning Board. Of the prints submitted one (1) will be returned to the applicant or his designated agent, one (1) will be returned to the Municipal Approving Agency, one (1) will be retained by the County Planning Board, and one (1) will be retained by the County Engineer.
- B. Within thirty (30) days of receipt of a final plat by the County Planning Board, the Board shall take the following actions:
 1. County Approval not required if there are no County roads or drainage requirements.
 2. Approve the subdivision if all applicable requirements of these Standards have been satisfied.
 3. Disapprove the subdivision.
 4. Certify that the subdivision does not significantly affect County road and drainage facilities and County Planning Board approval is not required.
- C. If substantial revisions are incorporated in the final plat which affect or could affect County requirements, a revised preliminary plat may be required for processing as a new preliminary plat.

SECTION 2.6 Improvements or Guarantees Prior to Final Approval

- A. Before approval by the County Planning Board of a final plat submitted for major subdivision, the County will request the subdivider to:
 1. Prepare descriptions and necessary instruments for conveyance of and execute all required drainage easements for the entire subdivision, including exterior easements shown and approved on the preliminary plat. Such instruments shall be placed on record with the County Clerk only after final approval has been granted.

2. Prepare descriptions and deeds for the conveyance of, and execute all additional right-of-way along all abutting County roads. Such instruments shall be placed on record with the County Clerk only after final approval has been granted.
- B. Before Planning Board consideration of any final subdivision plat, the subdivider will have installed the required improvements specified in the preliminary approval of the plat by the County Planning Board, or shall have posted adequate performance guarantees to assure the installation of the required improvements.
 - C. All payments in lieu of improvements, proportionate share of improvements or drainage easement shall be in the form of a certified check make payable to the County Treasurer who shall provide a suitable depository therefore. Any monies or guarantees received by the County shall not duplicate bonds or other guarantees required by the municipalities.
 - D. If the applicant chooses to post a performance guarantee in lieu of performing the required improvements prior to final approval, the guarantee shall be written in a form acceptable to the County Planning Board Solicitor. The amount of the performance guarantee shall be set by the County Planning Board upon the advice of the County Engineer, and shall not exceed the full cost of the facility and installation costs or the applicant's proportionate fair share of the costs of regional improvements plus twenty (20%) percent for contingencies.
 - E. All road and drainage improvements, required as a condition of County development review approval, will be required to be completed within a period of one (1) year from the date of issuance of a letter of credit or cash bond for those improvements unless the County Planning Board agrees to a request for a renewal or revision of the letter of credit or cash bond.
 - F. Prior to the release of any required performance guarantee and/or acceptance of any improvements constructed pursuant to the provisions of these Standards, the applicant shall furnish an approved maintenance guarantee to the County Planning Board which:
 1. Shall be in the sum equal to fifteen (15%) percent of the total improvements cost.
 2. Shall remain in full force and effect for a period of two (2) years from date of acceptance of guaranteed improvements by the County.
 3. Shall provide that the applicant guarantees to repair or replace for said period of two (2) years all work performed and all materials furnished according to the terms and performance requirements of the original construction.
 4. Shall be in a form acceptable to the County Planning Board Solicitor.

SECTION 2.7 Release of Performance Guarantees

- A. The County Engineer or his designee shall inspect all completed improvements for which a performance guarantee has been posted and shall prepare a written report summarizing the results of the inspection. Any and all items not completed in full compliance with the approved plans must be corrected by the developer and shall be subject to re-inspection by the County Engineer's office. Upon verification that all improvements have been constructed in conformance with County standards and the approved plans, the County Engineer shall prepare a written certification that said improvements have been satisfactorily completed.
- B. The County Engineer shall submit his certification to the County Planning Board for transmittal to the Board of Chosen Freeholders with a request for release of bond. The certification shall be accompanied by a statement confirming the amount of the required maintenance bond to be posted in place of the performance guarantee.
- C. The Board of Chosen Freeholders after receipt of the request for release of the bond from the County Planning Board may by Resolution release the performance guarantee.

SECTION 2.8 Release of Maintenance Bond

- A. The County Engineer or his designee shall inspect all County facilities covered by a maintenance bond thirty (30) days prior to the expiration date of the bond and certify that the facilities are in satisfactory condition.
- B. The County Engineer shall submit his certification to the County Planning Board for transmittal to the Board of Chosen Freeholders with a request for release of the maintenance bond.
- C. The Board of Chosen Freeholders after receipt of the request for release of the bond from the County Planning Board may by Resolution release the maintenance bond.

SECTION 2.9 Inspection

- A. To insure quality control of improvements to County roads and drainage facilities that are to be constructed by the applicant as required by these Standards, an inspection shall be required conducted by the County Engineer's staff.
- B. The applicant shall provide the County Engineer with a schedule for the installation of improvements two (2) weeks prior to starting construction. In addition the applicant shall arrange the following additional inspections with the County Engineer:
 - 1. Site inspection prior to commencing construction.
 - 2. Site inspection during construction.
 - 3. Site inspection upon the installation of improvements.

SECTION 2.10 Other Regulations

- A. In the case of unusual circumstances in connection with any subdivider, the County Planning Board may request approval from the applicant and Municipal Approving Authority for a thirty (30) day extension of time in order to take action on the proposed subdivision.
- B. Should the County Planning Board fail to act within thirty (30) days on any subdivision and fail to receive an approved extension of time, the Secretary of the County Planning Board shall attest on the plat the failure of the County Planning Board to act within the required time period indicating approval of said subdivision.
- C. Any and all monies received by the County to insure performance and to meet the requirements established for subdivisions shall be paid to the County Treasurer who in turn shall provide a suitable depository. Such funds shall be used only for County roads or County drainage facilities for which they were intended, unless such projects are not initiated for a period of ten (10) years from the time of posting such funds, at which time said funds shall be transferred to the General Fund of the County.
- D. The applicant for a subdivision or his designated agent shall assume full liability during construction and, until the release of his performance and maintenance guarantee for any improvements required by the County Planning Board.

SECTION 2.11 Standards & Criteria for Waiving or Adjusting Requirements

- A. No additional right-of-way or improvement shall be required for a subdivision adjusting boundaries between two (2) existing lots which do not create new lots.
- B. When a land development fronting on a County road includes existing structures for use and to be retained by the owner, the County Planning Board shall waive or adjust the right-of-way width requirement for the lot or lots upon which the structures are located, provided:
 - 1. That the lot or lots being created upon which the location of the existing structures are located would result in substandard set back or lot area according to the Municipal Zoning Ordinances.
 - 2. That any future construction or major rebuilding of existing structures located on the lots or lots being created shall conform to the right-of-way width established by the Official County Map prior to the granted variation.
 - 3. The new right-of-way line required under the standards of the County Master Plan would be within ten (10) feet of such existing structure.
- C. Any subdivision with less than three hundred (300) feet of frontage on a County road which is in the opinion of the County Engineer would result in a hazardous traffic condition because of the limited improvement to the County roads may make payment to the County of Salem of an amount equivalent to the cost of improvements required under these Standards as calculated by the County Engineer

and based on the standards and specifications for improvements contained in these Standards.

- D. In cases where a County road is scheduled for improvement under the Capital Improvement Program and the improvements would result in a change of alignment or profile of the road which would result in the destruction of the improvements undertaken in connection with this subdivision, the applicant may contribute monies in lieu of all or part of the improvements required under these Standards. The payment shall be calculated by the County Engineer and based on the standards and specifications for improvements contained in these Standards.
- E. The County Planning Board may waive the requirement for additional right-of-way under the County Master Plan or Official County Map for the reserved parcel in a subdivision which does not create an adverse drainage condition and meets the following conditions:
 - 1. The subdivision does not create more than three (3) lots.
 - 2. The remaining parcel contains three (3) acres or more.
- F. When a hardship to an applicant will result from the strict enforcement of the right-of-way standards, the County Planning Board may waive individual standards. In order to request a waiver the applicant and/or the applicant's engineer shall submit to the County Planning Board and County Engineer a written report for review at least ten (10) days prior to the County Planning Boards regularly scheduled monthly meeting as to whether in their judgment the dedication is required for the safe and efficient operation of the County road. The report shall include all supporting facts which show that the proposed development will not burden the County road either immediately or in the near future through increased traffic volume as to require it's widening. The report shall also include and describe the amount of additional traffic which will be generated by the proposed development, any adverse effects on traffic flow because of the proposed development, and the effect of additional road widening on increasing the ease and safety for vehicles entering and exiting the development and for through traffic volume. The report shall also include supporting evidence of existing and anticipated traffic volume and development patterns.
 - 1. In arriving at a decision regarding right-of-way dedications, the County Planning Board shall consider the following factors:
 - a. The amount of additional traffic volume or drainage along the County road resulting from the proposed development.
 - b. Any adverse effect upon traffic flow along the County road resulting from traffic entering or exiting the development and for through traffic on the County road.

- c. Specific benefits which the applicant will accrue due to such road widening or other specific improvements.
-
- G. After reviewing all the evidence presented by the applicant and/or the applicant's engineer, the County Planning Board and the County Engineer shall require the road widening if it is convinced there is a rational relationship between the road widening and the needs created by the benefits conferred upon the proposed development.

End of Section

CHAPTER III

SUBDIVISION REVIEW

SECTION 3.1 General Submission Requirements

- A. All subdivision plats submitted for review and approval shall be prepared under the supervision of, and be signed and sealed by a licensed New Jersey Land Surveyor or Professional Engineer pursuant to N.J.A.C. 13:40-7.1 et seq.
- B. Any subdivision involving the design and determination of new street locations, drainage, sewers, water mains, utilities, bridges, culverts, and percolation tests shall be signed and sealed by a New Jersey Professional Engineer.
- C. Application Form: The subdivision plat shall be accompanied by a subdivision application form and checklist that have been properly completed. The application form shall contain statements explaining any special site considerations, proposed development or use, and plat information waiver or subdivision exemption requests. The Planning Board shall not waive any information requirements, or grant any exemptions from subdivision review requirements, unless the basis of such a request is fully explained on the application form.
- D. All subdivision applications shall be accompanied by a plan of survey showing existing conditions and exact physical features, including; metes and bounds, structures, waterways, storm drainage facilities, utility locations, and easements. The plan of survey shall be signed and sealed by a land surveyor licensed in the State of New Jersey and shall be current to within six (6) months of the date of application.
- E. Signature Block. All applications for minor subdivision, preliminary, and final approval shall provide a signature block containing the following statement:

“This plan is hereby approved by the Salem County Planning Board subject to the restrictions, agreements, and conditions set forth by the County Planning Board in its approving resolutions.”

SECTION 3.2 Minor Subdivision and Sketch Plats

All minor subdivision applications and sketch plats shall fulfill the information requirements of this section prior to review by the Planning Board.

- A. The plat shall be based on Salem County tax map information or some other similarly accurate base and clearly drawn at an appropriate scale of not less than 1 inch equals 200 feet to enable the entire tract to be shown on one sheet. If the entire tract cannot be shown on one sheet at this maximum scale (1"=200') then a separate location map at a scale of not less than 1'=400' shall be drawn indicating the relationship of the portion to be subdivided to the entire tract.

- B. The following information shall be shown or included on the minor subdivision or sketch plat, unless waived by the County Planning Board:
1. A key map at a scale of not less than 1"=2000' showing the entire tract and its relation to all natural features and roads within one-half mile of the limits of the subdivision.
 2. Name and address of owner, subdivider, and person preparing the plat.
 3. The names of all adjoining property owners, as disclosed by the most recent tax records.
 4. The tax map sheet, block, and lot numbers.
 5. The location of that portion which is to be subdivided in relation to the entire tract.
 6. All existing and proposed streets within or adjoining the proposed subdivision with the right-of-way widths clearly indicated.
 7. The proposed location of any private driveways or other entrances onto a public street.
 8. All existing structures, wetlands, and wooded areas within the portion to be subdivided and within two hundred (200) feet thereof.
 9. The approximate location of proposed lot lines, lot lines to be eliminated, and the existing lot line configuration adjacent to the portion to be subdivided.
 10. The location and direction of flow of all watercourses within the portion to be subdivided and within two hundred (200) feet thereof.
 11. The location and size of all drainage structures within the portion to be subdivided or within two hundred (200) feet thereof.
 12. The location and width of all existing and proposed utility easements within the portion to be subdivided.
 13. The zoning classification of the property and all information necessary to demonstrate compliance with applicable zoning requirements.
 14. Approximate lot dimensions, drawing scale, north arrow, date of plat preparation and revision.
 15. The acreage of the entire tract and of each lot to be conveyed, created, or reserved to the nearest tenth of an acre.

- C. Adverse Effect. For any application where found necessary by the Planning Board to assure that there is no adverse effect upon the property in question, or adjacent properties, the Planning Board may require:
 - 1. Sufficient topographic information needed for a proper determination of requirements.
 - 2. A rough indication of the layout of the remainder of the tract.
- D. Minor Subdivision Filing. A plat containing all of the above information which is reviewed and approved as a minor subdivision may be filed as a plat if it is a certified survey that contains the signatures of the Planning Board Chairman and Secretary, and meets the requirements of the Map Filing Law.

SECTION 3.3 Preliminary Plat

A development application which is classified as a major subdivision shall not be considered complete until the information requirements of this section have been fulfilled, unless waived after a specific request, by the Planning Board.

- A. The preliminary plat shall be clearly and legibly drawn or reproduced at a scale of not less than one inch equals one hundred feet (1"=100').
- B. The plat shall be prepared in compliance with the design standards of this chapter and shall or be accompanied by the following information in addition to all that is required for a sketch plat:
 - 1. Lot Definition. Accurate bearings, headings, and other boundary details for each proposed lot based on a land survey prepared for the application submission.
 - 2. Zoning Requirements. All required front, side, and rear setback lines and any other areas restricted by Municipal zoning regulations.
 - 3. Topography. Existing and proposed contour increments of two (2) feet where slopes average five (5) percent or greater and one (1) foot for slopes less than five (5) percent. Contours need not be shown, however, for the portions of any tract to be retained by the subdivider in an undeveloped state that are more than two hundred (200) feet from the lot being created.
 - 4. Streets. Cross sections and centerline profiles of proposed streets within the subdivision and existing streets which abut the subdivision. The cross sections of existing street shall be at one hundred (100) foot intervals at a scale of 1"= 5' vertical and horizontal. Typical cross sections of proposed improvements to existing streets shall be shown at the same scale and frequency. Cross sections shall indicate the type and width of pavement, the location of any curbing, drainage swales, sidewalks, or shade trees and the contour of adjacent land within the right-of-way. Centerline profiles of proposed or existing streets shall be at a horizontal scale of not less than 1"= 50'.

5. Water Bodies. The location, extent and high mean water level elevation of all existing or proposed lakes, ponds and watercourses within or adjacent to the development, whether permanent or seasonal, are to be designated on the plats and accompanied by the following information:
 - a. Cross sections and profiles of watercourses or drainage swales at a scale of 1"= 5' vertical and 1"= 50' horizontal. The cross sections shall be at a minimum of one hundred (100) foot intervals and shall indicate the extent of the floodplain, top of bank, normal water level and bottom elevation. The profile of the streambed shall extend three hundred (300) feet upstream and downstream from the proposed property limits of the development.
 - b. When a stream is proposed for alteration, improvement, or relocation or when a drainage structure or fill is proposed within the floodway of an existing stream, evidence of submission of an application to the N.J.D.E.P. for a Flood Hazard Area Permit shall accompany the subdivision.
 - c. When ditches, streams, brooks or watercourses are to be altered, improved or relocated, the method of stabilizing slopes and the measures to control erosion and siltation, as well as typical cross sections and profiles, shall be shown on the plat or accompany it.
 - d. Boundaries of the 100 year flood plain of water bodies within the development.
6. Drainage.
 - a. Preliminary plans and profiles at a scale of one inch equals fifty feet (1"=50') horizontal and one inch equals five feet (1"= 5') vertical of all proposed and existing storm sewers, drainage swales and streams within the subdivision together with the location, sizes, elevations and capabilities of any existing storm drain, ditch or stream to which the proposed facility will be connected.
 - b. The location and extent of any proposed groundwater recharge basins, retention basins or other water conservation devices.
 - c. All drainage calculations used for the design of the storm drainage system and the documents indicating the conformance to the standards in this Chapter shall be submitted.
 - d. Construction details for proposed inlets, curbs, headwalls, manholes, catch basins, retention basins and other drainage facilities.
7. Utilities. Preliminary plans and profiles of proposed utility layouts shall be at a scale of not more than one inch equals fifty feet (1"= 50') horizontal and one inch equals five feet (1"= 5') vertical showing connections to existing and proposed utility systems.

8. Easements. The location, size and nature of all existing and proposed right-of-way, drainage and conservation easements, and any other encumbrances or dedications which may affect the tract in question.
9. Signs. The location of all existing and proposed signs, lighting standards, utility poles, landscaping, fences and trees of 6" caliper and larger within the proposed County right-of-way and within any proposed clear sight triangles.

SECTION 3.4 Final Plat

- A. Within thirty (30) days upon receipt of the final plat for a major subdivision, the County Planning Board shall take one of the following actions:
 1. If revisions are incorporated with the final plat and significantly affect County requirements, the County Planning Board may require a revised preliminary plat.
 2. Review and approve the final plat if no significant changes have been made and if the final plat conforms with the preliminary plat.
 3. Conditional approval may be given if certain County requirements have not been met.
 4. Disapprove the final plat if the final plat is not in conformance with the Map Filing Law R.S. 46:23-9 et seq., and County standards.
 5. In such cases where the major subdivision does not affect any County roads or County drainage facilities, the County Planning Board may waive the final review.
 6. When final plat approval is granted no alterations shall be made to any portion of the major subdivision without approval of said changes by the County Planning Board and County Engineer.

SECTION 3.5 Final Plat Details

- A. The plat must be drawn in conformance with the provisions of the Map Filing Act and contain all the requirements for drainage easements, encroachment lines, sight triangles at intersections and new or additional right-of-way or easement for County roads.
- B. The plat must show detailed plans and specifications for all proposed culverts and bridges which may become structures under County supervision or improvements to existing County culverts or bridges. In the case of the latter, detailed plans shall be submitted to the County Engineer for his review and approval. Final approval from the N.J. Department of Environmental Protection, Division of Water Resources shall be presented to the County Engineer.
- C. The final plat submission shall include four (4) prints of the final plat, the original tracing, the required documentation, and a copy of a County Subdivision Approval Application. In addition, the prints, and tracing shall include the impressed seals of

the applicant's engineer, or the plat preparers. Of the prints submitted one (1) will be returned to the subdivider, one (1) will be returned to the Municipal Planning Board, one (1) will be on file by the County Planning Board and one (1) will be on file with the County Engineer. The reproducible tracing will be returned to the subdivider for filing with the County Clerk

- D. Before approval of a final plat by the County Planning Board, the applicant shall have completed the following if applicable:
 - 1. Submitted a separate set of construction plans, profiles and details if the subdivision is subject to Section 3.3 B4 & B6 and Section 3.5B.
 - 2. Submitted and received approval from the proper County authorities for executed deeds of easements required as a condition for final approval.
- E. Posted adequate performance guarantees to insure the installation of all required County improvements.

End of Section

CHAPTER IV

SITE PLAN REVIEW

SECTION 4.1 General

- A. Prior to the issuance of any building permit by a local building official for any proposed land development which would border on a State, County or local road including commercial, industrial, multi-family structures containing five or more units, or any single lot development requiring off-street parking area or off-street standing area, a site plan shall be submitted to the County Planning Board for review, and where applicable approval.
- B. The County Planning Board shall act on any site plan submitted to it for review within thirty (30) days after receipt of the same. If the County Planning Board fails to act on a site plan within the thirty (30) day period, said site plan shall be deemed to have been approved by the County unless by mutual agreement between the County and the Local Approving Authority, with approval of the applicant or his authorized agent, the thirty (30) day period shall be extended for an additional thirty (30) day time period, any such extension shall so extend the time period within which a Municipal Approving Authority shall be required by law to act thereon.
- C. The County Planning Board shall notify the Local Approval Authority in writing of its action on the site plan. A copy of such action shall be forwarded to the applicant, or his authorized agent.
- D. In the event the County Planning Board disapproves a site plan application, the reasons for disapproval shall be stated in writing. Copies of the report disapproving said site plan shall be forwarded by certified mail to the Local Municipal Approving Authority and to the applicant, or his authorized agent.
- E. When approval is granted, no changes or alterations shall be made on any portion of the site plan without approval of said changes by the County Planning Board and County Engineer.

SECTION 4.2 General Submission Requirements

- A. All site plans submitted for review and approval shall be prepared under the supervision of, and be signed and sealed by a Licensed New Jersey Land Surveyor or Professional Engineer as required by N.J.A.C. 13:40-7.3.
- B. All site plans submissions shall be accompanied by a plan of survey showing existing conditions and exact physical features, including; metes and bounds, structures, waterways, storm drainage facilities, utility locations, and easements. The plan of survey shall be signed and sealed by a land surveyor licensed in the State of New Jersey and shall be current to within six (6) months of the date of application.

- C. Any site plan involving the design and determination of new street locations, drainage, sewers, water mains, utilities, bridges, culverts and percolation tests shall also be signed and sealed by a licensed New Jersey Professional Engineer.
- D. The site plan shall be accompanied by a Salem County Planning Board Site Plan Application which has been properly filled out to be considered complete and subject for review. The application form shall contain statements explaining any special site considerations; proposed development or use; any plat information waiver or site plan exemption requests. The approving Authority shall not waive any information requirements or grant any exemptions from site plan review requirements unless the basis of such a request is fully explained on the applications form.
- E. Four (4) copies of the plats accompanied by a County Site Plan Application shall be submitted to the County Planning Board at least ten (10) days before the regularly scheduled monthly County Planning Board meeting to ensure adequate time for examination of the application by the County Engineer.

SECTION 4.3 Site Plan Details

- A. Any site plan submitted to the County Planning Board for review and approval shall be drawn at a scale of not smaller than one (1) inch equals fifty (50) feet and not larger than one (1) inch equals ten (10) feet. If the size of the site would require the use of plan sheets larger than thirty by forty-two (30 x 42) inches to depict the entire site on one sheet, the detailed site plan information shall be shown in sections. The site plan sections shall be on plan sheets not larger than thirty by forty-two (30 x 42) inches and shall be keyed to an overall site plan drawn to a scale not less than one (1) inch equals two hundred (200) feet.
- B. All Site plans submitted to the County Planning Board shall include and show the following information with respect to the subject lot or lots:
 - 1. The sizes of all maps and plans of any proposed land development shall be consistent with the sizes permitted under the laws of the New Jersey Map Filing Law.
 - 2. A key map showing the entire area, any proposed and existing street pattern and all roads within a one (1) mile radius of the site.
 - 3. The municipal tax map sheet, block and lot numbers of all existing and proposed lots.
 - 4. The name and address of the applicant and the owner, and the name, address and title of the person preparing the plats. Maps including appropriate map titles and accompanying data.
 - 5. A date, including any revisions, scale and North arrow on each map.
 - 6. The names and addresses of all contiguous property owners within two hundred (200) feet of the proposed site.

7. The municipal zoning classifications of the proposed site and contiguous tracts, zoning boundaries and any proposed changes to zoning classification requested by the applicant.
8. All existing and proposed setback dimensions, landscaped areas, trees over six (6) inch caliper, and fencing within one hundred (100) feet of the County right-of-way.
9. The location, size (including acreage) and nature of the entire lot or lots in question.
10. Accurate bearings, headings, and other boundary details of the entire tract based on a recent survey as per Subsection 4.2B.
11. Existing topography based upon U.S.G.S. datum or N.A.D. 1983 and proposed grading with a maximum of two (2) foot intervals.
12. The location of any existing structures and proposed structures and finished grade elevations at all corners of said structures. An indication as to whether any existing structures are to be removed.
13. The location of all existing and proposed signs and lighting standards, utility poles and their size, type construction, within twenty-five (25) feet of the County right-of-way line or, where appropriate, proposed County right-of-way line.
14. The location, type and size of all existing and proposed catch basins, storm drainage facilities showing size of lines, direction of flow and invert elevations.
15. The location of any existing and proposed dry wells, groundwater recharge basins, retention basins or other water control or conservation devices.
16. Design calculations pertaining to the design and construction of all stormwater facilities to be approved and maintained by the County shall be included with all construction plans.
17. The location, type and size of all existing and proposed curbs, sidewalks, driveways, fences and retaining walls within one hundred (100) feet of the site.
18. The location, type of construction and layout of all existing and proposed parking lots, stalls and off-street loading areas, together with the dimensions on and within one hundred (100) feet of the site.
19. The location and extent of all wooded areas and an indication of whether the land will remain wooded in whole or in part. If the woodlands are to be cleared, an indication as to what will replace the natural growth should be indicated, including any proposed landscaping.
20. The location, extent, and high and mean water level elevations of all existing or proposed lakes, ponds, streams and watercourses within the tract or adjacent to the tract, with required N.J.D.E.P approvals.
21. The location, names and widths of all existing and proposed streets including cross- sections and profiles abutting the lot, or lots, in question and within two hundred (200) feet of the tract.

22. Cross-sections shall extend fifty (50) feet beyond the proposed right-of-way of a County road. If additional right-of-way is to be dedicated to the County or Municipality, it shall be included on the plan.
23. The cross-section of any street shall indicate the type and width of pavement and the location of any existing or proposed curbs, sidewalks, shade trees and noise abatement strips.
24. The explanation and plan of seeding, installation and maintenance procedures of all the landscaping to be completed on the site.
25. The location of any proposed buffers around the proposed, or existing structures, and around the site perimeter including fencing and retaining walls, plus a separate detail showing the type of construction and size.
26. The location, type of use, and size of all proposed open space areas, including natural, or undisturbed areas, and active recreational uses or areas, and all lands to be dedicated or reserved for public use.
27. An appropriate place for the signatures of the County Planning Board Chairman and County Planning Board Secretary.
28. Any and all other information and data necessary to meet any of the requirements of these Standards not listed above.

SECTION 4.4 Site Plan Conformance and Time Period

- A. Failure to comply with any of the conditions of site plan approval subsequent to the receipt of a building permit shall be a basis for one or more of the following:
 1. Refusal of the County Engineer's Office to issue a road opening or access permit for said site development.
 2. A request to the local Approving Authority to revoke or to withhold the local building permit and/or certificate of occupancy for said site development.
 3. Forfeiture of any performance bond or other payment guarantee required by the County Planning Board to cover costs of improvements specified in that portion of the site plan over which the County has control.
 4. Appropriate legal action initiated by the County.
- B. A written notice of noncompliance shall be forwarded, by mail, to the local Approval Authority and applicant, requesting evidence of compliance with the conditions of site plan approval within a period of time not more than ten (10) days from the date of written notice.
- C. Any site plan approved by the County Planning Board under the terms of this Resolution shall be valid for the same time period as the local site plan approval or building permit.

SECTION 4.5 Dedications and Reservations of Road Right-of-Way

- A. As a condition to the approval of a site plan, the County Planning Board may require the dedication of additional right-of-way in accordance with the County Master Plan adopted by the County Planning Board or an Official County Map adopted by the Board of Chosen Freeholders. On an existing road the additional right-of-way shall be that portion of the site which abuts a County road and which lies between the existing right-of-way and the proposed future right-of-way line for the County road as set forth on duly adopted County Master Plan or Approved County Map.
- B. Where the proposed future right-of-way lines for an existing County road are drawn so that the total additional right-of-way is to be secured from frontage of the subject property and just one side of the County road, the additional right-of-way shall be required by the County Planning Board to be dedicated as condition to the approval of a site plan. The building set-back line shall be measured from the future right-of-way line.
- C. In order to effect dedications required by Section 4.5 of these Standards, a deed or easement for such lands drawn in favor of the County shall be furnished on a form approved by the County Planning Board Solicitor.

SECTION 4.6 Performance and Payment Guarantees

- A. As a condition to the approval of a site plan, the County Planning Board shall require the developer to submit to the County evidence of a performance bond in a form approved by the County Planning Board Solicitor and in an amount determined by the County Engineer. The amount of the performance bond shall be adequate to cover the costs of all of those improvements that are required by the County Planning Board in conjunction with the proposed site development.
- B. The performance bonds shall be retained by the County until all improvements have been completed to the satisfaction of the County Planning Board and County Engineer, and upon certification from the Board of Chosen Freeholders that the improvements being retained on the County right-of-way are acceptable to that Board. The County Planning Board shall then be authorized to release and return the performance bond to the applicant. The applicant shall assume all liability during construction and until such time as improvements are accepted by the County Planning Board, County Engineer and the County Board of Chosen Freeholders.
- C. When provisions of this Resolution allow or require a cash contribution to the County to cover a share of the cost of all improvements, the approval of a site plan shall be further conditioned on the receipt of such cash contributions in the form of a certified check from the applicant made out to the Treasurer of the County of Salem and in turn will be deposited in an account reserved for such improvements.
- D. If the applicant chooses to post a performance guarantee in lieu of performing the required improvements prior to final approval, the guarantee shall be written in a form acceptable to the County Planning Board Solicitor. The amount of the performance guarantee shall be set by the County Planning Board upon the advice

of the County Engineer, and shall not exceed the full cost of the facility and installation costs or the applicant's proportionate fair share of the costs of regional improvements plus twenty (20%) percent for contingencies.

- E. Prior to the release of any required performance guarantee and/or acceptance of any improvements constructed pursuant to the provisions of these Standards, the applicant shall furnish an approved maintenance guarantee to the County Planning Board which:
 - 5. Shall be in the sum equal to fifteen (15%) percent of the total improvements cost.
 - 6. Shall remain in full force and effect for a period of two (2) years from date of acceptance of guaranteed improvements by the County.
 - 7. Shall provide that the applicant guarantees to repair or replace for said period of two (2) years all work performed and all materials furnished according to the terms and performance requirements of the original construction.
 - 8. Shall be in a form acceptable to the County Planning Board Solicitor.

End of Section

CHAPTER V

DESIGN STANDARDS

SECTION 5.1 General

- A. All land developments which are subject to County Planning Board approval shall provide improvements according to the design standards and criteria herein established.
- B. Where a land development abuts a County road, or shall have an impact on the County road system or drainage areas, improvements determined by the County Engineer and the County Planning Board, shall be required for sufficient design and capacity to satisfactorily accommodate the anticipated impact on the County road and/or drainage system.
- C. In such cases where an impact is anticipated which are not subject to County Planning Board approval, the County Planning Board shall make recommendations to the local Approval Authority for consideration and/or action.
- D. All improvements to be constructed within the County right-of-way shall be designed and constructed in accordance with the current edition of the New Jersey Department of Transportation (NJDOT) "Design Manual – Roadway" and "Standard Specifications for Road and Bridge Construction" except as otherwise specified herein.

SECTION 5.2 Right-of-Way and Streets

- A. The right-of-way requirements for existing and proposed County roads shall conform to the classification of County roads contained in the adopted County Master Plan or Official Map and the improvements as defined on the diagrams of "Cross-Section Requirements". (Appendix B)
- B. Subdivisions and /or Site Plans that adjoin or include existing County roads that do not conform to widths as shown on the adopted County Master Plan or Official Map shall dedicate additional right-of-way along either one or both sides of the County road. If the land development is only on one side of the County road, one-half (1/2) of the total required right-of-way shall be dedicated, measured from the existing centerline of the right-of-way.
- C. When by any reason of special or unusual conditions or to conform to the adopted County Master Plan or Official Map, said total additional right-of-way is to be secured from just one (1) side of an existing road, only one-half (1/2) of the additional total right-of-way may be required to be dedicated or granted as a highway easement and the remaining area proposed for right-of-way shall be reserved for future acquisitions and all building set-backs shall be measured from the limits of the reserved land.

- D. When a major subdivision results in lots abutting County roads which are classified as a County Arterial one of the following shall be required:
 - 1. A marginal service road where a subdivision has more than one thousand (1000) feet of frontage on one side of a County road.
 - 2. The frontage shall be reversed so that the lots contiguous to such Primary Arterial will front on an internal street with no direct access to the County road.
- E. Where subdivisions abut County roads, and marginal roads or reverse frontage are provided, the improvements to the County road shall be limited to the following:
 - 1. Drainage facilities made necessary by the construction of the land development.
 - 2. Uniform grading of the additional right-of-way or easement for County road purposes shall be carried out subject to the approval of the County Engineer. Top soil shall be uniformly distributed to a compacted thickness of not less than six inches over the entire area and seeded.
 - 3. Curbs for a distance of two hundred (200) feet from the curb return each side of any new road connecting with a County road located a minimum of twenty (20) feet off the centerline of the existing pavement.
 - 4. A transition of the curb to one (1) foot off the existing pavement shall be provided or some alternate solution to minimize any traffic hazards which is acceptable to the County Engineer. The transition shall be at a rate of ten (10) feet of curb for each foot of offset from the existing pavement.
 - 5. The area between the existing pavement and new curb shall be improved in accordance with the specifications of the Diagram of County Road Cross-Sections. (Appendix B)
- F. Where a subdivision involves land with frontage on a County arterial or a County Collector road, which due to its size, shape or other peculiar or unusual circumstance makes the provision of a marginal road or reverse frontage impractical or unnecessary, the lot or lots, in the subdivision shall have driveways so designed that it is possible to turn vehicles on the lot and it is not necessary to back out on the road.
- G. No subdivision with frontage on a County road showing lands controlling access to County roads shall be approved except where the ownership of such lands is by a public body.

SECTION 5.3 Intersections

- A. Intersections of new streets with a County road shall be located so that there will be unobstructed sight along both roads and across their included corners for a distance specified in Section 5.4 of these Standards.

- B. Streets or roads connecting with any County road shall be at right angles whenever possible, and intersections of less than sixty (60) degrees (measured at the centerline of streets) shall not be permitted.
- C. Only one new street connecting with the County road system shall be permitted for a subdivision except where a frontage exceeds eight hundred (800) feet is present. In this case the following shall apply:
 - 1. Streets shall not connect with the County road at less than eight hundred (800) foot intervals.
 - 2. In spacing of streets, consideration shall be given to the location of existing intersections on both sides of the subdivision.
 - 3. Streets which connect with the County road from opposite sides of the County road shall not be offset.
 - 4. If special or unusual circumstances require the streets to be offset, they shall be separated by at least two hundred (200) feet between their centerlines.
- D. The minimum practical grades shall be maintained on streets connecting with County roads on the approaches to the intersection. Grading shall be designed to direct stormwater runoff away from County roads unless drainage facilities are provided that would prevent the flow of stormwater over County road surfaces.
- E. The radii of curbs at intersections where either or both roads are in the County road system shall meet the following standards:

**Table 5-1
Intersection Curb Radii**

Functional Classification	Curb Radii
Major Arterial	50 feet
Collector/Minor Arterial	40 feet
Local	30 feet

- F. The radii of right-of-way lines at intersections where either road or both roads are in the County road system shall be 10 feet less than the curb radii noted above.
- G. Street lighting shall be provided at all new intersections with the County road system. A minimum of one (1) foot-candle of illumination shall be provided within the cross-walk area of the intersection. The proposed street light at the County road intersection(s) should be consistent with the lighting proposed within the development, subject to it providing the minimum illumination level. In the absence of street lighting within the development, intersection lighting should be provided by “Cobra” style street light(s) installed on pole(s) with a 25-foot mounting height utilizing 150W HPS Type II, Medium Cutoff lamp(s) on 4-foot mounting arm(s).

SECTION 5.4 Sight Triangles

- A. Sight triangle easements shall be required as recommended by the County Engineer except where existing trees covered by regulations of Municipal Shade Tree Commissions or existing buildings are involved.
- B. A sight triangle easement shall be defined as the area bounded by the right-of-way lines and a straight line connecting “sight points” on street centerlines which are the following distances from the intersections of the centerlines.
 - 1. Where a minor street intersects a Collector road in the County system ninety (90) feet on the minor, and two hundred (200) feet on the Collector.
 - 2. Where a Collector or minor street or road intersects an Arterial and either is in the County system, ninety (90) feet back on the Collector and three hundred (300) feet on the Arterial.
 - 3. Where a Collector intersects a Collector street or road, and either is in the County system, two hundred (200) feet on the road designated as thru road and ninety (90) feet on the other Collector.
 - 4. Where an Arterial intersects an Arterial street or road and either is in the County system, two over-lapping sight triangles shall be required formed by three hundred (300) feet and ninety (90) feet on each Arterial.
- C. The County shall have the right to compel the owner to remove any obstruction to vision within the sight triangle not conforming to the standards controlling the area, upon proper and sufficient notice to the property owner.
- D. Sight Distances: In addition to the clear sight triangles described above, there shall be a clear, unobstructed line of sight along both roads at an intersection and across the corners for adequate distances to allow drivers sufficient time to stop. The determination of said line of sight shall consider both the horizontal and vertical alignment of both intersecting roadways, as well as the height and position of the object. In making this determination, it shall be assumed that the driver’s eye is 3.5 feet above the roadway surface and that the object to be seen is 3.5 feet above the surface of the intersecting road. For passenger vehicles, the required sight distance shall be measured from a point 18 feet behind the extended curb line or edge of road (along the County road). The minimum sight distances for left and right turns shall be as shown in the table below.

**Table 5-2
Minimum Sight Distances**

Posted Speed Limit	Design Speed V_{major}	ISD for Left Turn	ISD for Right Turn
25	35	390	335
35	45	500	430
40	50	555	480

45	55	610	530
50	60	665	575

The sight distances indicated in the table are based upon the formula $ISD = 1.47V_{major}t_g$ where:

ISD = Intersection Sight Distance in feet (length of the leg of sight triangle along the County road)

V_{major} = Design speed of the County road in miles per hour, mph (posted speed limit + 10 mph)

t_g = Time gap (in seconds) for the vehicle on the minor road to enter the County road

The time gaps are for a stopped vehicle to turn onto a two-lane road with no median and approach grades of three percent (3%) or less. The time gap for passenger cars under those conditions shall be 7.5 seconds for vehicles turning left onto the County road and 6.5 seconds for vehicles turning right. Where necessary the table values require adjustment as follows:

For multilane County roads: For left turns onto 2-way roads with more than two lanes (one each way), add 0.5 second to the time gap for cars for each additional lane to be crossed by the turning vehicle. (For example, a passenger car turning left onto a 4-lane undivided road would need to cross two near lanes rather than one. That would increase the time gap from 7.5 to 8.0 seconds.)

For minor road approach grades exceeding 3%: Add 0.2 second to the time gap for each percent grade for left turns. (For example; if the approach street has a four percent (4%) grade, the time gap for left turns would be increased by 0.8 second (4 x 0.2) from 7.5 seconds to 8.3 seconds.

Compliance with the clear sight distance requirements described above shall be demonstrated by plotting the sight triangles on the plan and profile views of the County road plans. Where an approach street or driveway will be subject to regular truck traffic, clear sight distance for semi-trailer trucks must comply with the guidelines described in the current edition of "A Policy on Geometric Design of Highways and Streets" published by the American Association of State Highway and Transportation Officials (AASHTO).

SECTION 5.5 Driveways

- A. No driveway which intersects the County right-of-way line shall be constructed unless a Road Access Permit is first obtained from the County Engineer.
- B. Driveways shall be at right angles whenever possible, and an angle of less than seventy-five (75) degrees will not be permitted.
- C. The number of driveways provided from any one lot or site onto a County road shall not exceed the following:

1. Frontage of one hundred (100) feet and less: one (1) driveway.
 2. Frontage of one hundred (100) feet to three hundred (300) feet: 2 driveways.
 3. Frontage of over three hundred (300) feet: as recommended by the County Engineer.
- D. Where two (2) or more driveways serve a single site they shall be located at least fifty (50) feet apart measured by the closest edges.
- E. Driveways shall be so located as to avoid undue interference with, or restriction of, free movement of normal road traffic so that areas of traffic congestion shall not be created. In accordance with this principal, driveways shall be constructed where road alignment and road profile are favorable.
- F. Driveways shall be located so as to avoid interference with traffic movements at intersections. No driveway shall be located less than fifty (50) feet from any intersection, measured from the edge of the driveway to the point of curvature of the existing or proposed curb radius of the intersection. Driveways for non-residential uses shall be located at least 100 feet from any intersection.
- G. Inasmuch as driveways are, in effect, low volume intersections, all driveways shall be located to conform to the sight distance requirements as tabulated in Section 5.4 above. The required sight distance for driveways shall be measured from a point 14.5 feet behind the extended curb line or edge of road (along the County road).

SECTION 5.6 Sidewalks

- A. Each land development subject to County approval shall provide a sidewalk within the County road right-of-way if such is required by a zoning, subdivision, or site plan ordinance of the municipality in which the land development will be located.
- B. No sidewalks will be required along the County road in the case of a subdivision providing a marginal access street or reverse frontage.
- C. Sidewalks may be required in the County right-of-way in order to protect pedestrian traffic while facilitating vehicular traffic when no local ordinance provides for the installation of sidewalks.
- D. Curb cut ramps shall be provided for the physically handicapped at all intersections. Handicap ramp design and construction shall be in conformance with the requirements of the "Americans with Disabilities Act" (ADA) standards.
- E. In the event that no local specifications exist and a sidewalk is required, the following shall apply:
1. Sidewalks shall be constructed of Class B portland cement concrete, in accordance with the current edition of the "New Jersey Department of Transportation Standard Specifications for Road and Bridge Construction"

(NJDOT Standard Specifications). Portland cement concrete sidewalk is hereinafter termed "concrete sidewalk."

2. Sidewalks shall be a minimum of four (4) feet in width. The outside edge of the sidewalk shall be one (1) foot inside the right-of-way line except in a commercial area.
3. In all cases, the sidewalk shall conform to standard slope specifications of sidewalk and sidewalk area which shall be $\frac{1}{4}$ " per foot rising from the top of standard curb, except where depressed curb type driveways and curb cut ramps require a lowering of the sidewalk grade. In such cases, sidewalk grades shall be approved by the County Engineer.
4. Concrete sidewalk shall be four (4) inches thick except at points of vehicular crossing, where it shall be at least six (6) inches thick. At vehicular crossings, concrete sidewalk shall be reinforced with welded wire fabric or approved equivalent. The welded wire fabric shall be positioned halfway between the bottom and top, finished surface of the concrete.

SECTION 5.7 Curbing

- A. Each land development requiring County site plan approval shall install a curb and gutter along the entire property frontage of the County road if such is required by the following:
 1. Curbing is deemed necessary for traffic control.
 2. Curbing is required by the County Engineer to handle existing or potentially adverse drainage conditions.
 3. Curbing is existing at contiguous sites.
 4. Curbing required by any zoning, subdivision, site plan or other ordinance of the municipality in which the land development is to be located.
 5. Curb may be required if sidewalk is to be constructed along the County road.
- B. The alignment and grade of curb and gutter are to be determined by the County Engineer. In special cases at driveway openings, curb returns rather than depressed curbing may be required by the County Engineer.
- C. Where depressed curbs are used at driveways, the following specifications shall apply:
 1. Existing curb or curb and gutter: to construct a depressed curb in locations where either curb or gutter exists, they shall be removed and replaced in accordance with the specifications as set forth by the County Engineer.

2. New depressed curb: new depressed curb shall be constructed in accordance with specifications as set forth by the County Engineer.
 3. Height of depressed curb above street pavement or shoulder: the top of the depressed curb shall be no greater than one and one half (1.5) inches higher than the gutter grade.
 4. The horizontal transition of depressed curb from full curb height to depressed curb height shall not exceed eighteen (18) inches.
 5. Any existing curb opening not required by the proposed developer shall be closed as set forth by the County Engineer.
- D. Concrete curb and gutter shall be constructed of Class B concrete (as per NJDOT Standard Specifications) and in conformance with the detail illustrated on Plate 10 of the Salem County Land Development Standards.

SECTION 5.8 Paving

- A. Each land development requiring County site plan approval shall pave the area between the existing edge of pavement and new curb, and along the entire property frontage of the County road in accordance with the standards and specifications as set forth by the County Engineer.

SECTION 5.9 Signs

- A. To facilitate the safe and efficient movement of traffic into and out of a land development, the County Planning Board may require as a condition of the land development approval require the installation of specified directional, regulatory or advisory signs or pavement markings at designated locations on the land development on the County right-of-way. Such signs shall be of size, color and design as specified in the "Manual on Uniform Traffic Control Devices for Streets and Highways" (MUTCD) (2003 or more recent edition).
- B. No advertising sign, device or marking may be designed to be erected on or overhang a County right-of-way. Advertising signs which revolve, move, flash, or give the illusion of movement shall be prohibited within twenty-five (25) feet of the existing or proposed future curb line.

SECTION 5.10 Off-Street Parking

- A. Each land development, subject to County Planning Board site development approval shall provide on-site, the number of off street parking spaces required by any zoning, subdivision, site plan, or other ordinances of the municipality in which the land development is located.
- B. In the absence of local off-street parking requirements, the standards specified below shall apply:

Type of Units:

Minimum Parking Spaces:

Single family detached or mobile homes
Two Family units (duplex)
Single family attached or townhouses

2 per unit provided on lot
2 per unit provided on lot
2 per unit provided on lot plus 1 per 6 units for visitor parking, provided in off-street bays
1.5 per unit except if 2 or more bedrooms exceeds 40% of unit total than 2 per unit provided in off-street bays.

Garden apartments

Commercial establishments

Retail Store

1 per 200 square feet of gross leasable area

- C. Standard parking spaces shall be measured twenty (20) feet in length and at least nine (9) feet in width.
- D. Handicapped accessible parking spaces shall be provided in accordance with the provisions of the "Americans with Disabilities Act" (ADA). Handicap spaces shall be twenty (20) feet in length and eight (8) feet in width with an adjacent access aisle at least sixty (60) inches wide. One (1) in every eight (8) accessible spaces, but not less than one, shall be served by an access aisle ninety-six (96) inches wide minimum and shall be designated "van accessible." Two (2) accessible parking spaces may share a common access aisle. Parking access aisles shall be part of an accessible route to the building or facility entrance in accordance with ADA requirements. Parking spaces and access aisles shall be level with surface slopes not exceeding two percent (2%) in any direction.
- E. Off-street parking areas shall be so designed as to prevent the maneuvering of vehicles into or out of parking spaces or the storage of vehicles within any portion of an entrance driveway or driveway lane that is within twenty-five (25) feet of the County road right-of-way line.
- F. Off-street parking areas shall be so designed to permit all vehicles to turn around on the site in order to prevent the necessity of any vehicles backing onto the County road.
- G. No off-street parking space or adjacent parking access lane or maneuvering space shall be located within the existing or proposed right-of-way of a County road, including a sidewalk area.
- H. Any off-street parking area which provides a capacity of twenty (20) vehicles shall comply with the following landscaping standards:
 - 1. A landscaped area, at least five (5) feet wide, shall be located between public rights-of-way and the off street parking area. Such a landscaped area shall have at least one (1) tree for each fifty (50) feet of right-of-way frontage.

SECTION 5.11 Off-Street Loading

- A. Each land development subject to County Planning Board site development approval shall provide on its lot the number of off-street truck loading or unloading spaces required by any zoning, subdivision, site plan or other ordinance of the municipality in which the land development is located.
- B. No part of any off-street truck loading or unloading space shall be located within the County road right-of-way including the sidewalk area.
- C. Off-street truck loading and unloading spaces shall be located and designed to permit any truck to maneuver from a driveway onto and off of such space without encroaching upon any portion of an (County road) existing or proposed right-of-way including a sidewalk area. A truck turning template shall be provided for County Engineering review and approval.
- D. In the absence of municipal off-street truck loading and unloading requirements applicable to the site, the standards specified below shall be applied:

Truck Loading Standards

<u>Floor Area -Sq. Ft.</u>	<u># of Truck Stalls</u>
Less than 5,000	1
5,000-20,000	2
20,001-50,000	3
50,001-100,000	4
100,001-250,000	5
Each additional 250,000	1

- E. Each truck loading and unloading space shall be at least forty (40) feet in length, twelve (12) feet in width, and a clear fourteen (14) feet in height or shall be sized to accommodate the largest anticipated delivery vehicle.

SECTION 5.12 Customer Service Areas

- A. Any site plan, subject to approval by the County Planning Board, that provides temporary stopping space or maneuvering space for vehicles of customers or patrons seeking service at a roadside business establishment such as a roadside grocery or farm produce stand, filling station, drive-in bank, etc., shall be so located that the stopping or maneuvering space is at least ten (10) feet beyond the right-of-way of the County road.

SECTION 5.13 Acceleration Lanes

- A. Where a driveway serves right turning traffic from a parking area providing two (200) hundred or more parking spaces, or where a newly constructed road serving a major subdivision consisting of fifty (50) or more new dwelling units, or a facility generating a peak hour traffic volume of fifty (50) or more vehicles, or a County road

has an existing or expected future peak hour traffic volume exceeding 1,000 vehicles per hour, an acceleration lane shall be provided.

- B. The acceleration lane shall be at least 200 feet long, as measured from the point of tangency of the outbound curb radius to the beginning of the taper described below.
- C. The acceleration lane shall incorporate a 10:1 taper from the end of the lane to the existing edge of pavement.

SECTION 5.14 Deceleration Lanes

- A. Where a driveway or newly constructed road serves as an entrance to a land development, including major subdivision development, providing fifty (50) or more parking spaces, or a facility generating a peak hour traffic volume of fifty (50) or more vehicles, a deceleration lane shall be provided for traffic turning right into the driveway or road from the County road.
- B. The deceleration lane is to be two hundred (200) feet long as measured from the end of the taper described below to the point of curvature of the inbound curb radius of the entrance drive or street and at least thirteen (13) feet wide measured from the County road curb line. The curb return radius shall comply with the requirements of Section 5.3 of these standards.
- C. The deceleration lane shall incorporate a 10:1 taper from the existing edge of pavement to the beginning of the fully-widened portion of the deceleration lane.

SECTION 5.15 Left or Right Turn Lanes

- A. The construction of and/or the conveyance of land to the County for left or right turn lanes, jug-handles and overpasses in connection with adjacent intersections required by the County Planning Board, with the approval of the County Engineer, under one or more of the following circumstances:
 - 1. Where a Master Plan, Official Map, a Traffic Control Plan for a particular or County-wide area exists which shows the proposed location of jug-handles and/or overpasses.
 - 2. Where a development is proposed that provides two hundred (200) or more parking spaces on the site.
 - 3. Where the sight distance is below that recommended in Section 5.4.
 - 4. Where the existing level of service is level "C" during the time period when the County road would be utilized by drivers entering and leaving the development, as described in the "Highway Capacity Manual" (2000 or later edition) published by the Transportation Research Board.

5. Where development warrants left turn lanes or jug-handles as recommended in the "Manual on Uniform Traffic Control Devices", published by the Federal Highway Administration.

SECTION 5.16 Public Utility Relocation

- A. When improvements herein required result in existing utility poles, telephone circuit boxes, fire hydrants, light standards or other above ground utility structures to be relocated along a County road, the applicant developing the land shall be responsible for the relocation of said utilities.
- B. All utilities shall be located behind the curb line. The location of said utility structures shall be approved by the County Engineer.
- C. An acknowledgment of the applicant's responsibility for relocating utility structures shall be required, by certified mail, prior to the granting of final approval and such relocation of said utility structures shall also be noted on the final construction plans to be reviewed by the County Engineer.

SECTION 5.17 Drainage

- A. General Requirements:
 1. All applications for land development submitted to the Salem County Planning Board for review and approval shall include a written report summarizing a stormwater management analysis of the property proposed for development. Both existing and post-development storm drainage conditions shall be evaluated as they relate to County road and drainage systems in accordance with the guidelines described herein. The report shall include but not be limited to the following information:
 - a. A narrative summarizing the methods and results of the analyses with supporting calculations as appropriate, as well as verification of compliance with Salem County drainage requirements.
 - b. Separate maps illustrating the pre-development and post-development drainage conditions to aid in verification of compliance with the requirements described herein. The maps shall include all pertinent information pertaining to drainage conditions, including; acreages, runoff curve numbers and/or coefficients, time of concentration flow paths, hydrologic soil groups, types of soil cover, existing and proposed drainage structures and pipes, and any other information deemed necessary by the County Engineer.
 - c. A summary table showing the resultant changes in peak rates of runoff for the designated design storms from the various areas on the site that drain toward County road and/or drainage systems.

- d. Hydraulic computations for the analysis and design of the stormwater management facilities.
 - e. Stormwater management basin routing calculations, when applicable.
 - f. A maintenance plan providing for short-term and long-term maintenance of the stormwater management facilities following the guidelines provided in the "New Jersey Stormwater Best Management Practices Manual" published by the New Jersey Department of Environmental Protection. (The Manual may be obtained on-line at http://www.njstormwater.org/bmp_manual2.htm.)
 - g. When the proposed stormwater control measures (e.g. infiltration basins) depend on the hydrologic properties of soils, a soils report shall also be submitted. The soils report shall be based on onsite soil boring logs and permeability testing of in situ soils.
2. Stormwater management measures meeting the requirements of this section shall be provided for all developments subject to County subdivision/site plan review and approval. The intent of such measures is to prevent adverse stormwater drainage conditions on County roads or in County drainage facilities. All stormwater drainage improvements required to accommodate additional stormwater runoff and/or changes in drainage conditions that would result from proposed land development shall be constructed by the developer at no cost to the County.
 3. Where road widening along a County road would result in an increase in impervious area of one-quarter (1/4) acre or more, all stormwater within the County right-of-way shall be directed internally to the stormwater management and treatment facilities to be constructed in the development or shall be remediated in accordance with current NJDEP Stormwater Management Regulations.
 4. Where required for any County facilities, drainage easements shall be a minimum of 20 feet in width. Larger easements may be required if and where directed by the County Engineer.
- B. General Design Criteria:
1. Sites to be developed shall be designed so that there shall be no increase in stormwater runoff to County road and drainage systems for 2-year, 10-year, 25-year, and 100-year storm events. In cases where the development would include a stormwater management basin or basins that would release water to an existing County drainage system, the basin shall be designed for compliance with N.J.A.C. 7:8-5.4 through 5.6 as amended.
 2. County stormwater drainage facilities (pipe and inlets) shall be designed for the 25-year storm frequency unless directed otherwise by the County Engineer.

3. County storm pipe systems shall be constructed of reinforced concrete pipe, Class III, Wall B unless otherwise directed or approved by the County Engineer. County storm pipe shall be constructed with a minimum of two (2) feet clear cover over the top of the pipe wherever practicable. Construction shall comply with the methods and requirements of the New Jersey Department of Transportation (NJDOT) "Standard Specifications for Road and Bridge Construction," 2007 edition as amended, which are incorporated herein by reference.
 4. Design engineers shall use the runoff hydrograph peak rates to determine the configuration and sizes of pipes, channels, and other routing or control structures. They shall use the hydrograph to determine the sizes of stormwater management facilities.
- C. Calculation of Stormwater Runoff:
1. The peak rates of runoff shall be calculated using one of the following methods, unless an alternate method is approved by the County Engineer:
 - a. The United States Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS) methodology described in the NRCS National Engineering Handbook Section 4, utilizing either: "Technical Release No. 20 (TR-20), Computer Program for Project Formulation – Hydrology"; or "Technical Release No. 55 (TR-55), Urban Hydrology for Small Watersheds."
 - b. The Rational Method for peak flow and the Modified Rational Method for hydrograph computations. The use of the Rational and Modified Rational Methods shall be confined to drainage areas occupying less than 20 acres.
 2. In computing stormwater runoff from all design storms, the design engineer shall consider the relative stormwater runoff rates and/or volumes of pervious and impervious surfaces separately to accurately compute the rates and volume of stormwater runoff from the site.
 3. For the purpose of determining runoff coefficients and runoff curve numbers for existing conditions, the design engineer shall presume good cover in good hydrologic conditions.
 4. When using the Rational Method, the design engineer shall utilize the runoff coefficients for the various land uses and hydrologic soil groups appearing in Table 7.1 of the New Jersey Residential Site Improvement Standards (N.J.A.C. 5:21).
- D. Design of Stormwater Runoff Collection & Conveyance Systems:
1. Storm drainage inlets shall be constructed to accommodate the design storm and to minimize the spread of gutter line flow along County roads. Bicycle-safe grates shall be used on all inlet structures within the County right-of-way unless approved otherwise by the County Engineer

2. Inlets spacing shall depend upon inlet and gutter line flow capacity. The maximum inlet capacity of a curb inlet shall be 6 (six) cubic feet per second. However, the maximum gutter line flow shall be 400 feet. Furthermore, the maximum gutter line flow spread for a 10-year design storm must leave at least two-thirds of the width of the travel lane free of water. The calculations for flow in gutters shall be performed in accordance with the procedures outlined below. To the maximum extent practicable, inlets shall be constructed of precast concrete according to the aforementioned NJDOT Standard Specifications.
3. Curb-style inlets (e.g. NJDOT Type "B" inlet) shall have curb head height two (2) inches greater than curb height specification, with the gutter line elevation at the inlet set two (2) inches below the calculated gutter line elevation, so the top of the inlet header matches the top of curb.
4. If required, storm manholes shall be precast concrete conforming to ASTM Specification C478 with rubber gasketed joints conforming to ASTM Specification C923. Both ASTM specifications are incorporated herein by reference.
5. Storm drainage pipe shall be a minimum inside diameter of eighteen (18) inches unless approved otherwise by the County Engineer.
6. Reinforced concrete storm drainage pipe shall be designed using the Manning Formula with a roughness coefficient "n" of 0.013. Other pipe materials shall have commensurate friction factors as may be approved by the County Engineer. The conveyance system shall be designed with a minimum pipe slope required to maintain a velocity of at least 2.5 feet per second when the pipe is flowing one-quarter of its full flow rate.
7. For pipe sizes less than forty-eight (48) inches in diameter, all transitions in slope, horizontal direction, junctions and change in pipe sizes shall be confined to manholes, drainage inlets, or other accessible structures designed for one or more of these purposes. For forty-eight (48) inch pipe lines and larger, vertical and horizontal deflections may be accomplished using one hundred (100) feet radius curves or greater.
8. Ends of pipe starting or terminating at an open channel or ditch shall be provided with suitable headwalls and conduit outlet protection designed in accordance with the "Standards for Soil Erosion and Sediment Control in New Jersey" published by the New Jersey Department of Agriculture.
9. "Dish" street intersections and "rocker gutters" are not permissible without the prior permission of the County Engineer. Sufficient drainage inlets shall be constructed at intersections to avoid gutter overflow through the intersection.
10. Calculations for the width or spread of flow in the gutter lines shall be provided for all stormwater runoff collection systems to be constructed within the County road system. The objective in the design of the drainage system is to collect

runoff in the gutter and convey it to inlets in a manner that provides reasonable safety for traffic and pedestrians. As spread from the curb increases, the risks of traffic accidents and delays and the nuisance and possible hazard to pedestrian traffic increase. Therefore, limitations for allowable spread have been established to minimize those risks. As noted above, the flow of stormwater runoff in gutters shall be limited to one-third of the width of the travel lane along the respective roadway.

The hydraulic capacity of a gutter depends on its cross-section geometry, longitudinal grade, and roughness. The typical curbed gutter section is a right triangular shape with the curb forming the vertical leg of the triangle. A modified version of the Manning Equation shall be used for the calculation of curbed gutter flow. The equation is provided below.

$$Q = (0.56/n)(S_x^{5/3})(S_o^{1/2})T^{8/3}$$

where:

- Q** = rate of discharge in ft³/s
- n** = Manning’s coefficient of roughness (See table)
- S_x** = Pavement cross slope in ft/ft
- S_o** = Pavement longitudinal slope if ft/ft
- T** = Spread, or width, of flow in feet

The coefficient of roughness to be utilized in the calculations depends upon the surface material as summarized in the following table.

**Table 5-3
Roughness Coefficients**

Gutter Surface Material	Manning’s “n”
Concrete gutter; troweled finish	0.012
Asphalt pavement; smooth texture	0.013
Asphalt pavement; rough texture	0.016
Concrete gutter w/ smooth asphalt pavement	0.013
Concrete gutter w/ rough asphalt pavement	0.015
Concrete pavement; float finish	0.014
Concrete pavement; broom finish	0.016

Calculation of flow in gutters of composite section or non-triangular section may be made using the guidelines provided in “Hydraulic Engineering Circular No. 12” (HEC-12) published in 1984 by the Federal Highway Administration

SECTION 5.18 Culverts and Bridges – New Structures

- A. The County may, upon specific agreement, assume responsibility for the future maintenance of culverts or bridges on new public roads within land developments when approved by the County Planning Board and the County Engineer, before

construction. The design and calculations shall be made by the applicant's engineer and shall be subject to the review and approval of the County Engineer.

1. The drainage basin upstream of the proposed bridge or culvert shall exceed one-half (1/2) square mile in area and pipe diameter exceeds forty-eight (48) inches.
 2. The structure shall be designed in compliance with the requirements and guidelines of the "AASHTO LRFD NJDOT DESIGN MANUAL for BRIDGES AND STRUCTURES", Fourth Edition, published in 2002 by the New Jersey Department of Transportation.
 3. Lengths of culverts shall be the full width of the road right-of-way with integral headwalls and guide rails.
- B. Deck width of bridges shall be the approved pavement width plus one (1) or two (2) five (5) foot wide sidewalks or suitable shoulders, as directed by the County Engineer.
- C. Plans and specifications of proposed structures shall be subject to the review and approval of the County Engineer.
- D. The developer shall contact the County Engineer to schedule a pre-construction conference prior to the commencement of construction.
- E. Upon completion of construction, final inspection shall be conducted by the County Engineer to verify construction was satisfactorily completed in accordance with the approved plans and specifications.

SECTION 5.19 Culverts and Bridges – Existing Structures

- A. In the event that a portion of County road passing over a culvert must be widened as a consequence of the construction of a land development, the developer shall lengthen all such culverts to the full width of the proposed right-of-way.
- B. Plans for proposed work shall have the approval of the New Jersey Department of Environmental Protection and the County Engineer. The County Engineer, upon approving the plans, will determine the amount of bond to be posted to guarantee the satisfactory completion of the work.

SECTION 5.20 Traffic Control Plan

- A. In addition to the previous requirements, the County Planning Board may specify that a driveway, or driveways or other land development features shall conform in location and design to the provisions of an adopted Traffic Control Plan.

SECTION 5.21 Traffic Impact Study

- A. A traffic impact study shall be submitted with any application for development located along or affecting a County road that would result in the construction of 48 or more residential dwellings or non-residential development that involves five (5) acres or more or proposes 2,000 square feet or more of on-site parking, driveway, aisle, and loading areas.
- B. The study shall be prepared, signed, and sealed by a professional engineer licensed to practice in the State of New Jersey and who is qualified in traffic engineering to the satisfaction of the County Engineer.
- C. When a traffic impact study is required, three (3) copies of the report shall be submitted to the County Planning Department in support of the application for development.
- D. The traffic impact study shall include but not necessarily limited to the following:
 - 1. Project Description
 - a. Location Map
 - b. A description of the proposed project, including:
 - i. purpose and scope of the project;
 - ii. suitability of the site for the proposed project;
 - iii. the estimated residential population, if applicable, and;
 - iv. use quantities of the project, which shall be compatible with the Institute of Transportation Engineers (ITE) "Trip Generation Manual." The ITE land use codes used shall be cited in all figures, tables, and/or other exhibits in which they appear.
 - c. Site plan showing the following for each phase of development of the project:
 - i. access points;
 - ii. site use;
 - iii. building sites;
 - iv. parking layout and number of spaces;
 - v. property lines of the site;
 - vi. internal circulation and control;
 - vii. joint access with other developments;

- viii. existing building sites and driveways for all properties within 200 feet of the subject site and all driveways accessing a County or State road within 500 feet of any proposed or existing access to the subject site.
- d. Project phasing, identifying the year of operation and development activities per phase and proposed access schemes.
- e. Unique functional or operational activities that relate to a typical trip making activity (i.e. ride-sharing participation, bus intercept, or recreational or ancillary use facilities).
- f. Transportation System Inventory: A description of the physical, functional, and operational characteristics of the study area roadway system and, where appropriate, local transit service. The description should provide (where pertinent) data on peak hour volumes, number of lanes, cross-sections, intersection signalization and configurations, signal progressions, percentage of heavy-duty vehicles, grades, jurisdiction, transit routes, frequency, and any other pertinent data.
- g. Copies of joint access agreements, if any.
- h. Status of review and/or permit applications necessary from other regulatory agencies, including but not limited to: the New Jersey Department of Transportation; the New Jersey Department of Environmental Protection; the municipality where the site is situated; and any other agency having jurisdiction.
- i. Proposed transportation improvements.

2. Traffic

a. Trip Generation

- i. The ITE trip generation rates are the standard, and the exact ITE rate used must be cited in the text. Use of other rates must be fully justified and documented. The applicant must obtain prior approval from the County Engineer for the use of trip generation rates other than ITE rates.
- ii. The peak hour traffic analysis shall identify site, roadway and coincidental peak hour conditions. Peak hour shall generally be the AM and PM weekday peak period. Depending on the project characteristics, the County Engineer may consider the traffic study to include information during other peak periods, such as Saturday afternoon or evening.
- iii. "Pass by" trips shall be calculated on the basis of current ITE literature, except however, along low volume roads the number of "pass by" trips

considered shall not exceed ten (10%) percent of the existing and year of build-out traffic counts.

b. Trip Distribution

- i. The procedure and rationale should be clearly documented, and the results should be presented as a percentage of total site traffic. Gravity models must be utilized for commercial sites over 50,000 square feet of gross leasable area (GLA).
- ii. Trip distributions shall be graphically provided.

c. Assignment: Peak hour traffic volumes covering the analysis area shall be depicted graphically and shall specifically identify background, site-generated, and total traffic.

d. General

- i. The analysis area should extend to any point on the adjacent road system that could be significantly impacted. The limits of the traffic study should be preliminarily defined through either a pre-application conference or early consultation with the County Engineer.
- ii. Traffic counts performed outside the seasonal peak period must be adjusted to the peak period. Reasonable current traffic count data is required. All count data shall be included in the traffic study report.

3. Impact Analysis

- a. Conditions at all access points onto the County system, or any point along the County system where it is conceivable that problems might be generated by the proposed development, should be considered and addressed in the traffic study, regardless of distance from the site.
- b. Traffic volumes must be prepared for the base year of operation and tenth year, or such other years as may be appropriate due to project phasing or planned highway improvements. The County will provide background growth rates for highways under County jurisdiction, exclusive of other specifically proposed developments. Other major developments must be specifically addressed. Those developments will be preliminarily identified at the pre-application conference or through early discussion with the County Engineer.
- c. The current "Highway Capacity Manual" (HCM) is the standard for capacity analysis. Deviation from the default values or use of other procedures must be justified and documented. Capacity work sheets must be provided in the report. The use of computer analysis is encouraged. Long form highway capacity software (HCS) runs must be submitted.

- d. Capacity analysis shall be performed at each access to the County road system and adjacent intersections in addition to any other locations deemed necessary within the analysis area. The study shall discuss how traffic would get to and from the site both short-term and long-term for a sufficient off-site distance to facilitate merging unnoticeably with the traffic stream.
- e. Impact analysis should be evaluated with and without development traffic and with and without any transportation improvements. This information shall also be graphically provided.
- f. It should be understood the County's principal concerns lie with the County road system, not the amount of time it might take to exit a parking lot or access a road from a certain facility. Any measurable degradation in the quality of the flow of traffic along a County roadway must be mitigated at the expense of the applicant.
- g. Traffic studies are to address improvements within the above limits that would be needed to obtain level of service "B" for rural roads and level of service "C" for urban road segments and for intersections. In cases where such improvements might be considered by the County to be unrealistic or overly burdensome, less stringent requirements may be imposed.
- h. Left turn lane warrant analyses must be provided at all accesses and County intersections as described in "Volume Warrants for Left-Turn Storage Lanes at Un-signalized Grade Intersections," Highway Research Record 211 (HRR 211), published by the Transportation Research Board.

4. Traffic Plan

- a. All proposed transportation improvements must be shown in schematic form.
 - b. The New Jersey Department of Transportation shall have jurisdiction for review and approval for projects impacting the State highway system in the project's impact area.
 - c. In cases where offsite improvements are needed, the Traffic Impact Study shall consider and discuss such improvements in sufficient detail to verify such offsite improvements are practicable.
- E. The Traffic Impact Study as outlined herein shall include full documentation of existing highway inventory and conditions. Sources and dates of traffic counts must be noted. Intersections must be addressed in comparison with traffic signal warrants of the MUTCD. Highway capacity calculations must be provided in an appendix along with copies of traffic count and accident history summaries. For large developments, the total build-out as well as each stage should be fully addressed in the report. Safety considerations, such as sight distance, parking lot design, and supply adequacy, ingress and egress, etc. should be addressed.

- F. The applicant may request a waiver from submitting a Traffic Impact Study if it can be demonstrated in writing that the development would not have a significant impact on a County road. The County approving authority may grant the waiver based on the documentation submitted and testimony provided by the applicant. A fair share contribution toward general impacts to the County road system could still be required. Calculations to determine the amount of a fair share contribution would be performed by the County Engineer's office.

SECTION 5.22 Utilities

- A. When improvements are required that result in existing utility poles, light standards, fire hydrants or other above-ground utility structures being relocated along a County road, the applicant shall be responsible for such relocation.
- B. It is the policy of Salem County that utilities running parallel to County roads shall be located outside the proposed cartway of all such roadways. To accomplish this, it might be necessary for the applicant to acquire easements on adjacent land to facilitate construction or installation of those utilities. The only exceptions to this policy shall be when the County Engineer determines it would not be practicable for a utility to be positioned outside of the cartway. In such instances the County Engineer shall specify the location for the utility.
- C. When utilities shall be constructed within the paved cartway of a County road, pavement restoration using Controlled Low Strength Material (CLSM; also known as "flowable fill") as specified in Subsection 903.09 of the 2007 edition of the NJDOT Standard Specifications may be required at the discretion of the County Engineer. CLSM shall be utilized in all cases where the depth to the bottom of the trench is greater than five (5) feet.

SECTION 5.23 Validity

- A. If any section, subsection, paragraph, clause, phrase, or provision of these rules and regulations shall be adjudged invalid or held unconstitutional, such adjudication shall not affect the validity of the rules and regulations as a whole or any part of provisions hereof other than the part so adjudged to be invalid or unconstitutional.

SECTION 5.24 Repeal of Conflicting Resolutions

- A. All rules and regulations or parts of rules and regulations that are inconsistent with the provisions of these rules and regulations are hereby repealed to the extent of such inconsistency.

End of Section

CHAPTER VI

APPEALS

SECTION 6.1 Appeals

- A. In the event an applicant for site plan approval is aggrieved by an action taken by the County Planning Board, said applicant may file an appeal in writing to the County Planning Board within ten (10) days after the date of notice by certified mail of said action. Any person aggrieved by the action of the County Planning Board in regard to site plan approval may file an appeal in writing to the Board of Chosen Freeholders within ten (10) days after the date of notice by certified mail of such action. The County Planning Board or the Board of Chosen Freeholders within ten (10) days after the date of notice by certified mail of such action the County Planning Board or the Board of Chosen Freeholders to which an appeal is taken shall consider such an appeal at a regular or special public meeting within forty-five (45) days from the date of the initial filing.
- B. Notice of said hearing shall be made by certified mail at least ten (10) days prior to such hearing to the applicant and to such of the following officials as deemed appropriate for each specific case:
1. The Municipal Clerk
 2. Township Board of Adjustment
 3. Township Building Inspector
 4. Township Zoning Officer
 5. Board of Chosen Freeholders
 6. County Planning Board

The Board to which the appeal is taken shall render a decision within thirty (30) days from the date of the hearing.

- C. Variances to the terms of Section 4.6 and Chapter V of this Resolution may be granted by the County Planning Board or by the Board of Chosen Freeholders after the applicant has clearly demonstrated that the literal enforcement of a particular rule, standard or requirement contained in this Resolution will create an unnecessary hardship with respect to the use of his property and further that such a variance will not subvert the intent or general purposes of this Resolution.
- D. If upon an appeal the applicant clearly demonstrates that a requirement of additional right-of-way bears no rational nexus to the needs created by and benefits conferred upon his site development, the County Planning Board shall relieve the applicant from any requirement to dedicate additional right-of-way along an existing County road. In addition to any other evidence presented by the applicant, including witnesses testifying under oath, the County Planning Board at such hearing shall consider the amount of additional traffic along said roads to be caused

by the site development, any adverse effect upon traffic volume along said road caused by vehicles entering and exiting the proposed land development, and whether the proposed additional road width would increase ease and safety for vehicles entering and exiting the site and for through traffic on said road. The County Planning Board shall also consider the County Master Plan for roads and transportation and shall consider evidence of both existing and anticipated traffic patterns along said County road.

End of Section

APPENDIX A

Land Development Applications
Development Review Fee Schedule

File # _____
Date Received _____

**SUBDIVISION
APPROVAL APPLICATION**
Salem County Planning Board

164 Route 45, Salem, N.J. 08079 (856) 935-7510, ext. 8413 FAX: (856) 935-3830

1. Subdivision Name (or land of) _____
2. Location: Municipality _____ Tax Map Page _____ Block(s) _____ Lot(s) _____
 - A. Road Name: _____ State { } County { } Local { }
Present Right-of-Way Width _____ Route Number _____
Proposed Right-of-Way Width _____
 - B. Road Name: _____ State { } County { } Local { }
Present Right-of-Way Width _____ Route Number _____
Proposed Right-of-Way Width _____
3. Applicant Information: { } Owner { } Contract Owner { } Other
Name: _____
Address: _____
Phone: _____ FAX or E-Mail: _____
4. Agent (to receive correspondence (if different from above))
Name: _____
Address: _____
Phone: _____ FAX or E-mail: _____
5. Submitted for: Review of Sketch { } Preliminary Approval { } Final Approval { }
6. Number of Proposed NEW lots _____ Original Acreage _____ Acreage to be Conveyed _____
7. Description of Proposed Development or Use: _____

8. Zoning Classification _____ Requirements: Minimum Lot Acreage _____ Acreage to be conveyed _____
9. Fees Paid \$ _____
10. Other description or Special Conditions (drainage, existing structures, etc. _____

11. If this is a revised submission of a previous application, indicate County File # _____
12. This subdivision plat has been filed with the _____ (municipality) Planning Board and was classified
As { } Major or { } Minor on _____ (date)

Signature of Applicant, Agent or Designated Municipal Official

Date

INSTRUCTIONS ON BACK

INSTRUCTIONS

Application:

Complete the application by typewriter or neatly printed with pen. Please fill in all blanks or enter None/Not Applicable as appropriate. You need only submit the original application; copies are not necessary.

Plat Requirements:

You must submit **four (4) copies of the plat** in order for your application to be reviewed. All plats must be drawn in accordance with the provisions of the Salem County Land Development Standards. Omission of any required information may result in the application not being accepted for review or may delay the review process until the missing information is provided. The County requirements for Sketch submission (the only submission for minor subdivisions) are summarized below. To obtain County requirements for preliminary and final submissions for major subdivisions, the applicant should refer to the separate instruction sheets available from the County Planning Board.

County Sketch Plat Details

Minimum plat details required for review by the Salem County Planning Board are summarized below. Particular attention should be given to the information in **bold** type, as it represents the most frequently omitted information which causes delays in the review process.

1. A **key map** inset showing the entire subdivision and its relation to the surrounding areas. A tracing of the Salem County Map (one inch equals one mile square, 1" = 1 sq. mile) is suggested.
2. The location, including distance from at least one street intersection, and a **clear indication of the portion which is to be subdivided**.
3. Acreage of the **entire tract**, the **area being conveyed and the area retained**.
4. All **existing structures** within the portion to be subdivided.
5. All existing and proposed streets or roads within or adjoining the proposed subdivision, with the **right-of-way widths clearly indicated**.
6. The **location**, size and direction of flow **for all** streams, ditches, and drainage structures in or adjacent to the subdivision.
7. Graphic scale and North arrow.
8. **Dimensions and bearings**.
9. Tax map sheet, block(s) and lot(s).
10. The name of the property owner and owners of all adjoining properties as disclosed by the most recent municipal tax records.
11. All proposed new lot lines and **lot lines to be eliminated** by the proposed subdivision.
12. The location and width of all existing and proposed utility easements in the area to be subdivided.
13. Name and address of owner, subdivider and person preparing the plat.

Fees:

Please refer to the Salem County Development Review Fee Schedule. An application is incomplete and will not be reviewed until the required fees have been paid.

All applications must be submitted a minimum of seven (7) days before a regularly scheduled Planning Board meeting.

PLEASE NOTE: All subdivisions must be reviewed by both the Municipal and County Planning Boards.

FOUR (4) COPIES OF THE PLAT MUST BE SUBMITTED FOR ALL APPLICATIONS

INSTRUCTIONS

Application:

Complete the application by typewriter or neatly printed with pen. Please fill in all blanks or enter None/Not Applicable as appropriate. You need only submit the original application; copies are not necessary.

Plat Requirements:

You must submit **four (4) copies of the plat** in order for your application to be reviewed. All plats must be drawn in accordance with the provisions of the Salem County Land Development Standards. Omission of any required information may result in the application not being accepted for review or may delay the review process until the missing information is provided. The County requirements for minimum site plan details are summarized below. Particular attention should be given to the information which appears in bold type, as it represents the most frequently omitted information which causes delays in the review process.

1. A **key map** inset showing the entire site plan and its relation to the surrounding areas including distance from at least one street intersection. If the plat performs the function of a key map and shows the entire site plan and its relation to the surrounding area, a separate key map is not necessary. A tracing of the Salem County Map (one inch equals one square mile, 1" = 1 sq. mile) is suggested.
2. The location, size and nature of the **entire lot(s)** in question and any contiguous lots owned by the applicant.
3. The location, **type and size of all existing and proposed storm drainage facilities**, utilities, plus all required design data supporting the adequacy of the existing or proposed facilities to handle future storm flows.
4. **Existing Topography** based upon USGS datum or approved local datum and proposed grading with a maximum of two foot contour intervals.
5. The **locations**, names and widths of all existing and proposed streets or roads including cross sections and profiles abutting the lot(s) in question and within 200 feet of said lot(s).
6. The **location**, type and size of **all existing and proposed curbs, sidewalks, driveways**, fences, retaining walls, parking space areas and layouts thereof and all off-street loading areas, together with the dimensions of all the aforementioned on the site in question and within 100 feet.
7. The existing and proposed principal building(s) or structure(s) and all accessory buildings or structures, if any, and finished grade elevations at all corners of said buildings and structures.
8. **All existing and proposed setback dimensions**, landscaped areas, trees over six inch caliper, and fencing within 100 feet of the County right-of-way line.
9. All existing and proposed signs and lighting standards, utility poles and their size, type construction, and location within twenty-five (25) ft. of the County road right-of-way line, or, where appropriate, proposed County right-of-way.
10. The location, size and nature of all existing and proposed rights-of-way, easements and other encumbrances which may affect the lot(s) in question, and the location, size and description of any lands to be dedicated to a municipality or the County of Salem,.
11. Graphic scale, north arrow and date.
12. Tax map sheet, block and lot number.
13. Name and address of owner, applicant and person preparing the plat.
14. An appropriate place for the signatures of the County Planning Board Chairman and Secretary.
15. The name of the property owner and owners of all adjoining properties as disclosed by the most recent municipal tax records.
16. The plan should be drawn at a scale not smaller than 1"=50' and not larger than 1"=10', with the following exceptions: land development areas of 40 to 150 acres at 1"=100', areas greater than 150 acres at 1"=200'.
17. The size of all plats should be consistent with the NJ Map Filing Act: 8.5" x 13", 15" x 21", 24" x 36", or 30" x 42".

Fees:

Please refer to the Salem County Development Review Fee Schedule. An application in incomplete and will not be reviewed until the required fees have been paid.

All applications must be submitted a minimum of seven (7) days before a regularly scheduled Planning Board meeting.

PLEASE NOTE: All site plans must be reviewed by both the Municipal and County Planning Boards.

SALEM COUNTY DEVELOPMENT REVIEW FEE SCHEDULE

SUBDIVISIONS

1 to 3 NEW lots created	
Property abuts or impacts County Road or Drainage Facility	\$100
Property does not abut or impact a County Road or Drainage Facility	\$50
4 or more New lots created	
Property abuts or impacts County Road or Drainage Facility	\$100 + \$25 per new lot greater than 3 (4 new lots = \$125)
Property does not abut or impact County Road or Drainage Facility	\$50

SUBDIVISION ENGINEERING ESCROW ACCOUNT

Initial Review, based on number of new lots	
11 to 50	\$750
51 to 75	\$1,200
76 to 100	\$1,500
101 to 200	\$3,000
201 or more	\$3,500
Revision of Previously Reviewed Plan	50% of original fee

SITE PLANS

Proposed development does not abut a County Road or Drainage Facility and has less than 1 acre of impervious surface	\$50
--	------

All other site plans, for the creation or expansion of:	
Multi-family residential, with 5 or more dwelling units	\$200 + \$4 per dwelling unit, or
Commercial, retail or office space	\$200 + \$4 per parking space,
Any other development which requires off-street parking spaces or standing area for 5 or more vehicles and/or creates one or more acres of impervious surfaces	WHICHEVER IS GREATER
Industrial use or warehousing	\$200 + \$4 per 100 SQ. ft. GFA, or \$200 + \$4 per parking space, WHICHEVER IS GREATER

SITE PLAN ENGINEERING ESCROW ACCOUNT

Initial Review, Based on Square Feet of Gross Floor Area (GFA)	
10,000 to 25,000 sq. ft.	\$250
25,001 to 50,000 sq. ft.	\$500
50,001 sq. ft. or greater	\$1,000
Revision of Previously Reviewed Plan	50% of original fee

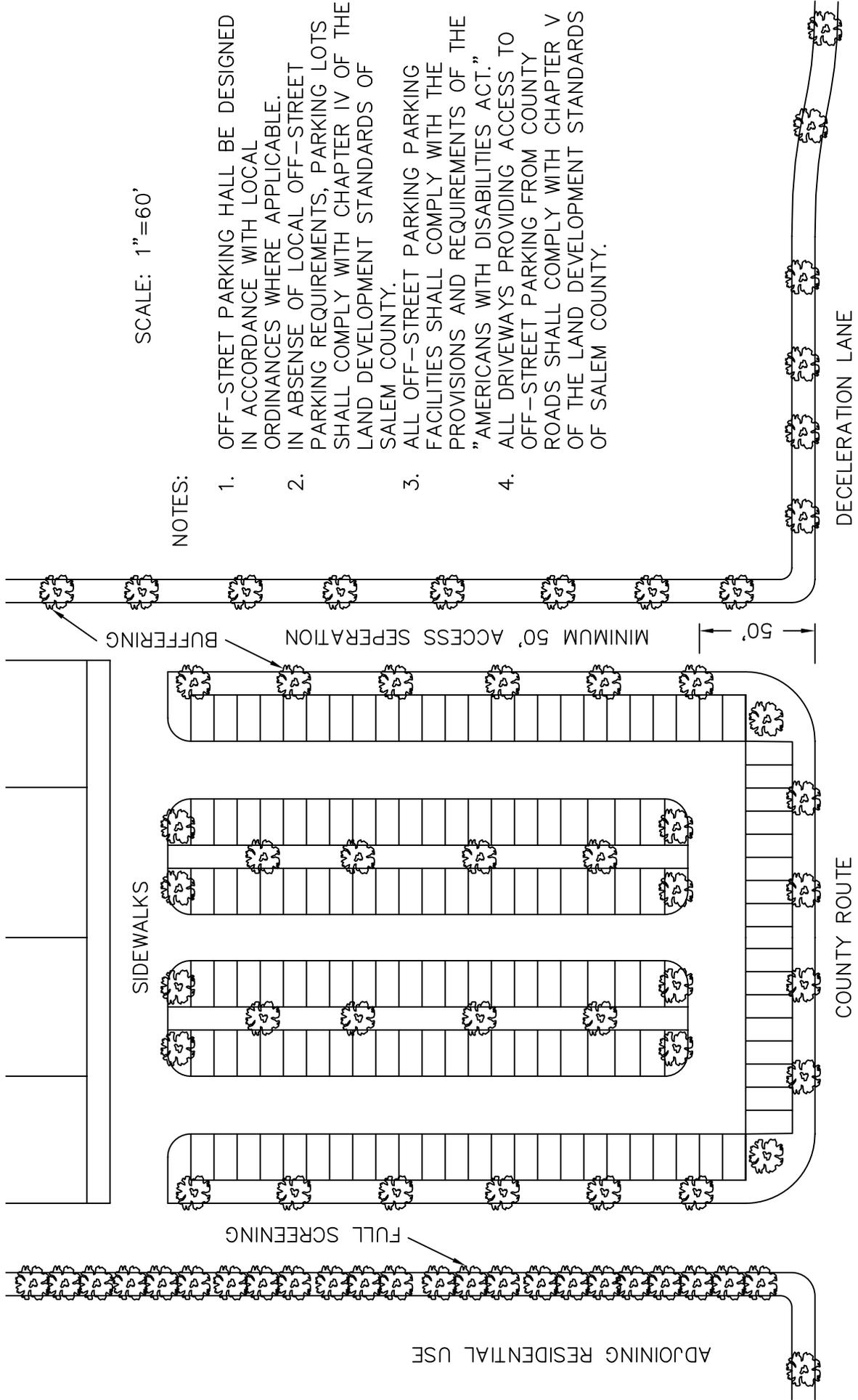
NOTES:

1. Informal Review for Subdivision or site Plan:
There is a \$50 fee for the first hour of review, thereafter at \$50 per hour, credited to fees for formal review.
2. No fees will be charges to government agencies, churches, hospitals and secular non-profit institutions.
3. Fees payable at time of application submittal; the review process will not commence until the proper fees have been received by the County Planning Board.
4. Four (4) sealed plats must be submitted for review.

APPENDIX B

List of Plates

PLATE 1 TYPICAL LARGE PARKING LOT



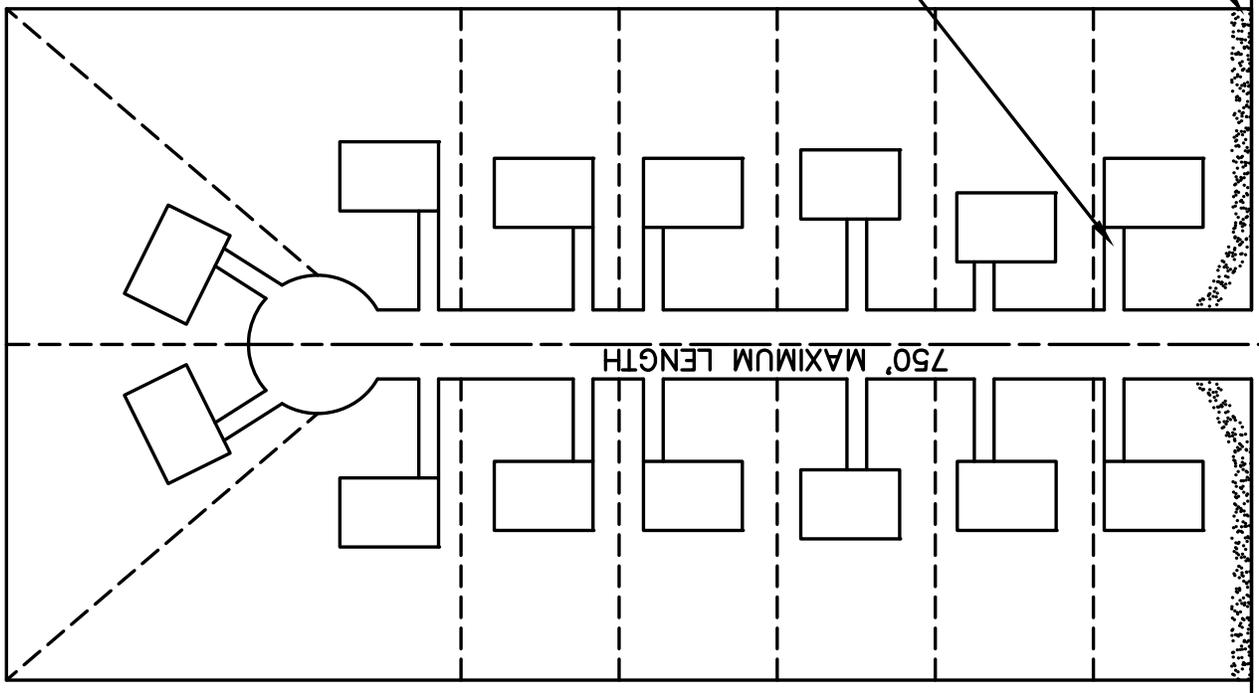
SCALE: 1"=60'

NOTES:

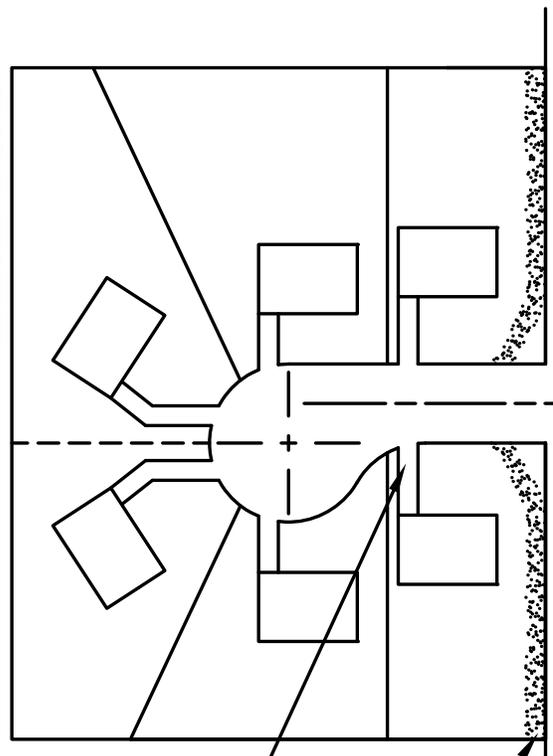
1. OFF-STREET PARKING SHALL BE DESIGNED IN ACCORDANCE WITH LOCAL ORDINANCES WHERE APPLICABLE.
2. IN ABSENCE OF LOCAL OFF-STREET PARKING REQUIREMENTS, PARKING LOTS SHALL COMPLY WITH CHAPTER IV OF THE LAND DEVELOPMENT STANDARDS OF SALEM COUNTY.
3. ALL OFF-STREET PARKING FACILITIES SHALL COMPLY WITH THE PROVISIONS AND REQUIREMENTS OF THE "AMERICANS WITH DISABILITIES ACT."
4. ALL DRIVEWAYS PROVIDING ACCESS TO OFF-STREET PARKING FROM COUNTY ROADS SHALL COMPLY WITH CHAPTER V OF THE LAND DEVELOPMENT STANDARDS OF SALEM COUNTY.

PLATE 2
TYPICAL CUL-DE-SACS

MAXIMUM: 14 LOTS



MINIMUM: 6 LOTS



ALL DRIVEWAYS SHALL HAVE ACCESS FROM LOCAL ROAD NOT COUNTY ROAD. DRIVEWAY SHALL BE CONSTRUCTED ON LOCAL ROAD AS FAR AS POSSIBLE FROM COUNTY ROAD.

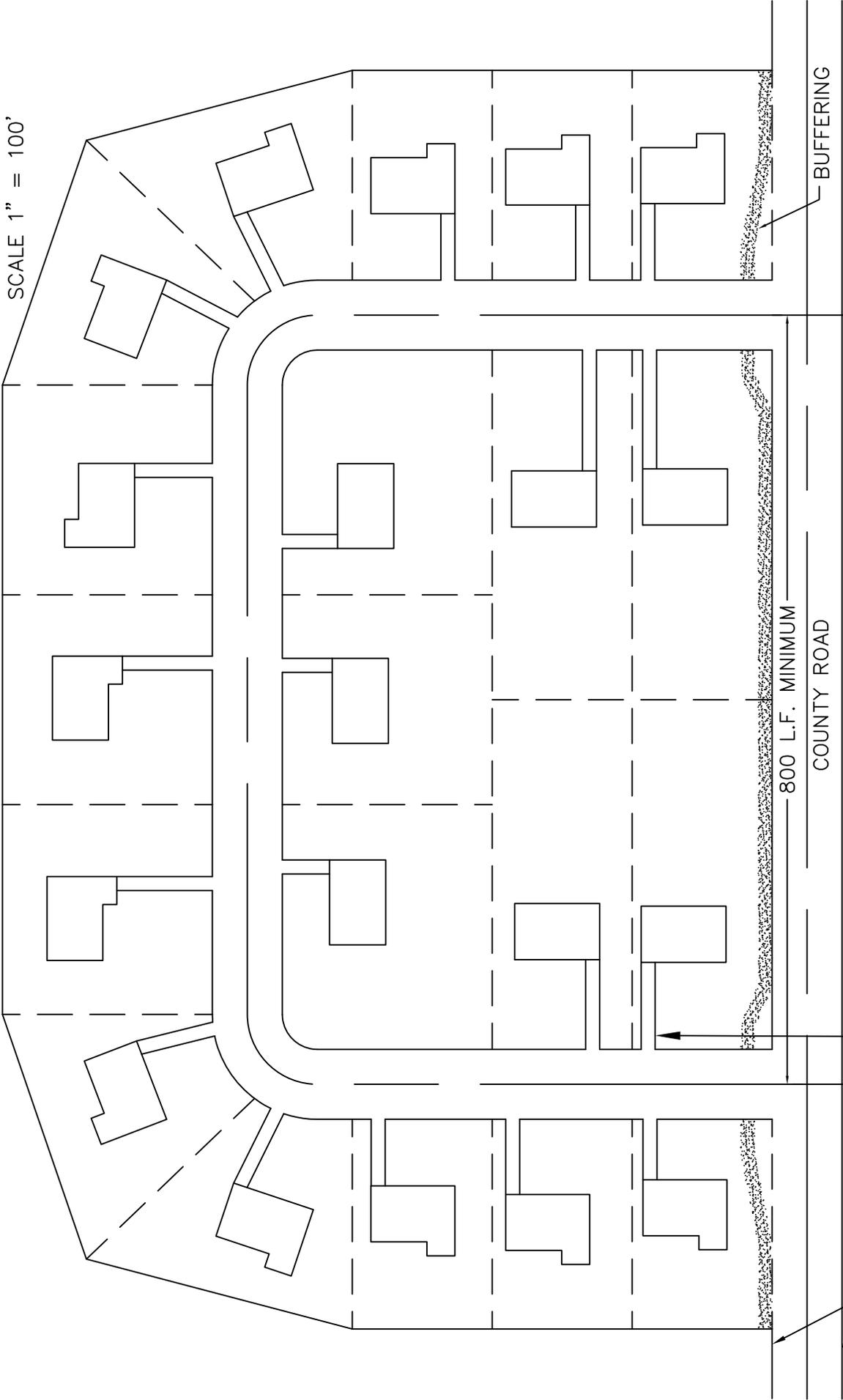
BUFFERING

RIGHT-OF-WAY

COUNTY ROAD

PLATE 3
LOOP STREET

SCALE 1" = 100'



BUFFERING

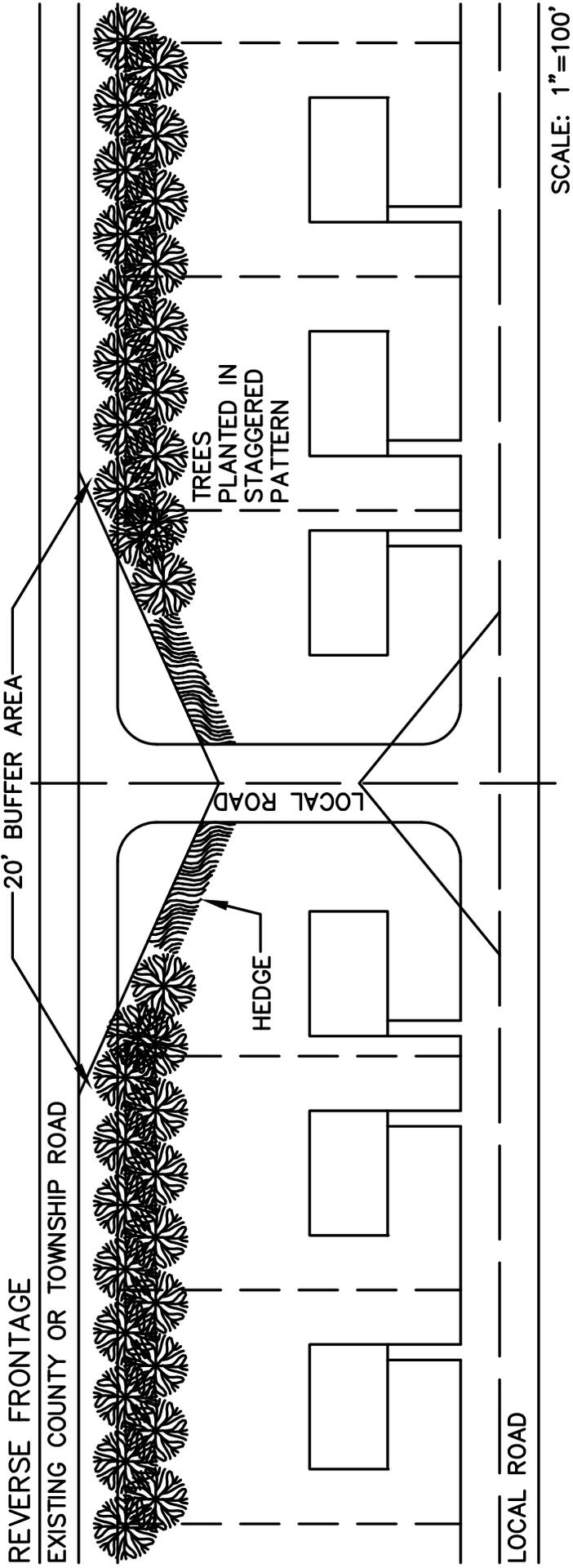
800 L.F. MINIMUM

COUNTY ROAD

RIGHT-OF-WAY

ALL DRIVEWAYS SHALL HAVE ACCESS FROM LOCAL ROAD NOT COUNTY ROAD. DRIVEWAY SHALL BE CONSTRUCTED ON LOCAL ROAD AS FAR AS POSSIBLE FROM COUNTY ROAD.

PLATE 4



DETAIL OF BUFFER STRIP
EXISTING ROAD

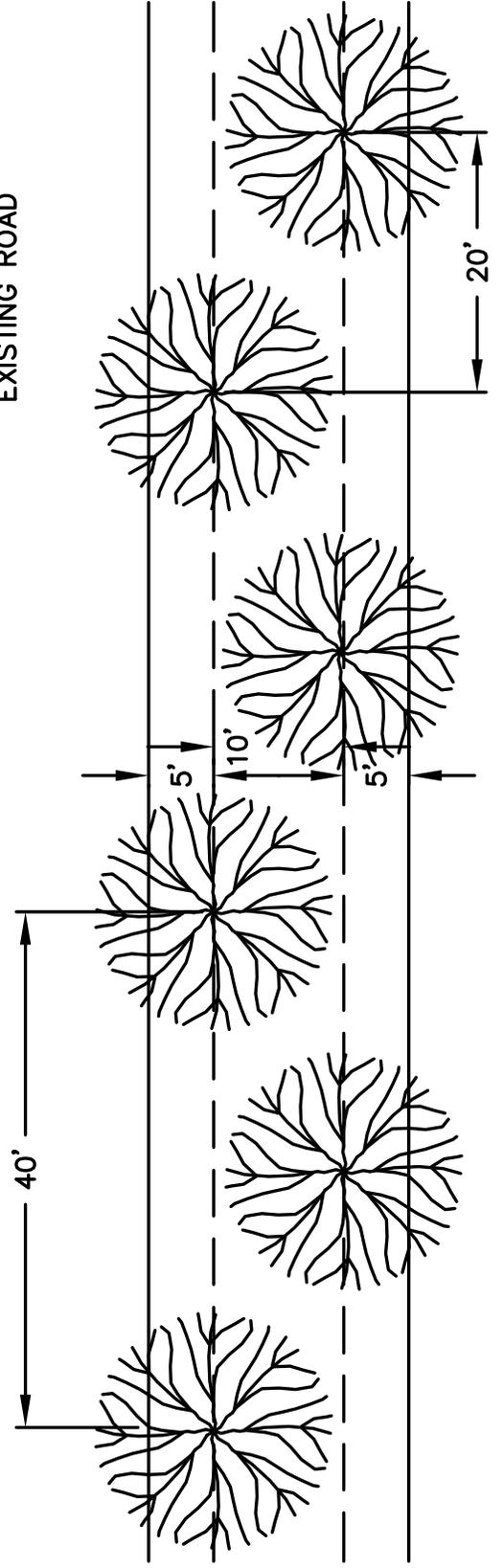
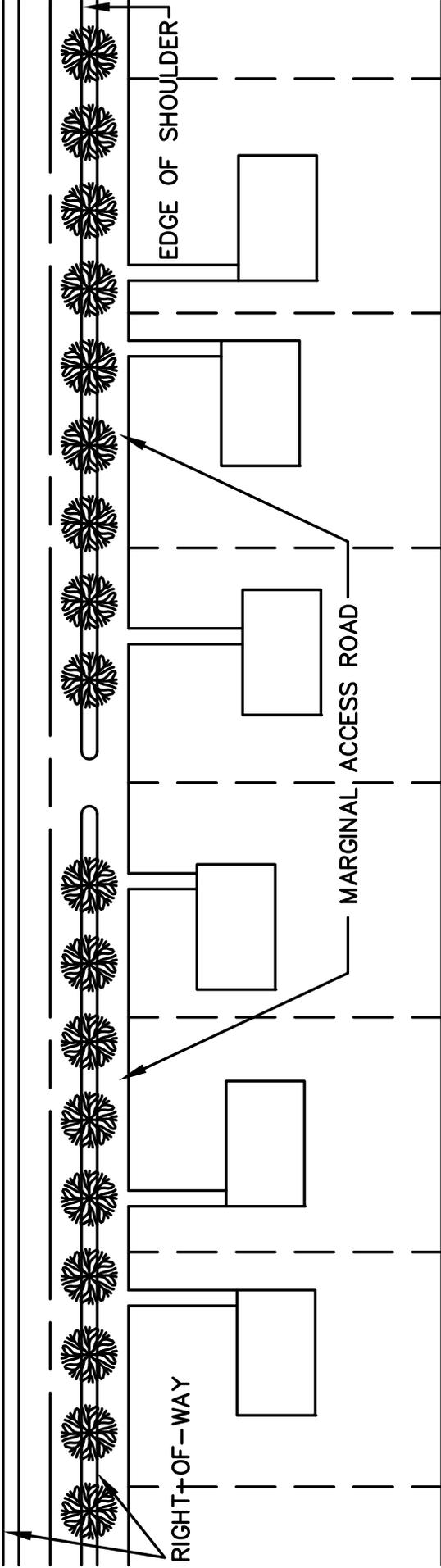


PLATE 5

MARGINAL ACCESS

EXISTING COUNTY OR TOWNSHIP ROAD



SCALE: 1" = 100'

DETAIL OF MEDIAN & MARGINAL ACCESS ROAD

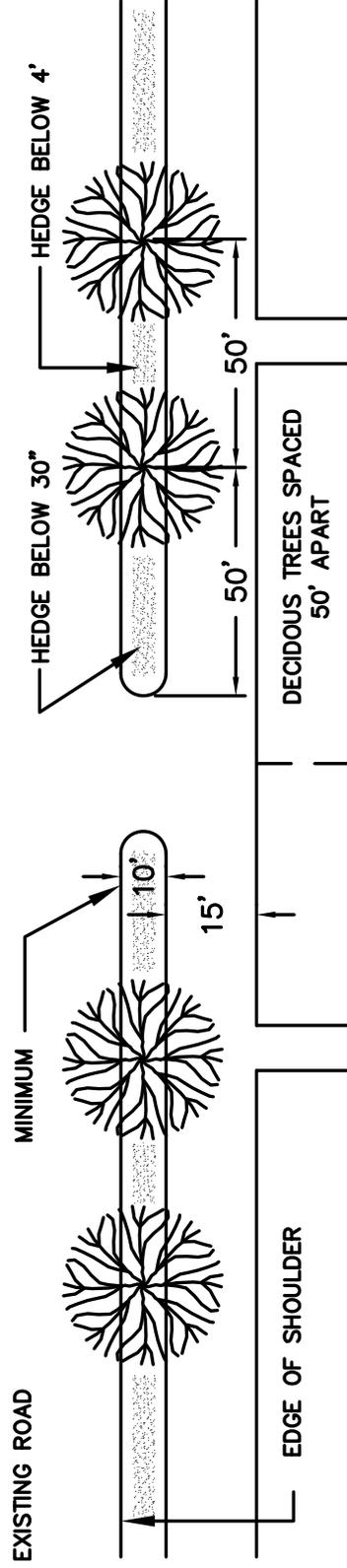
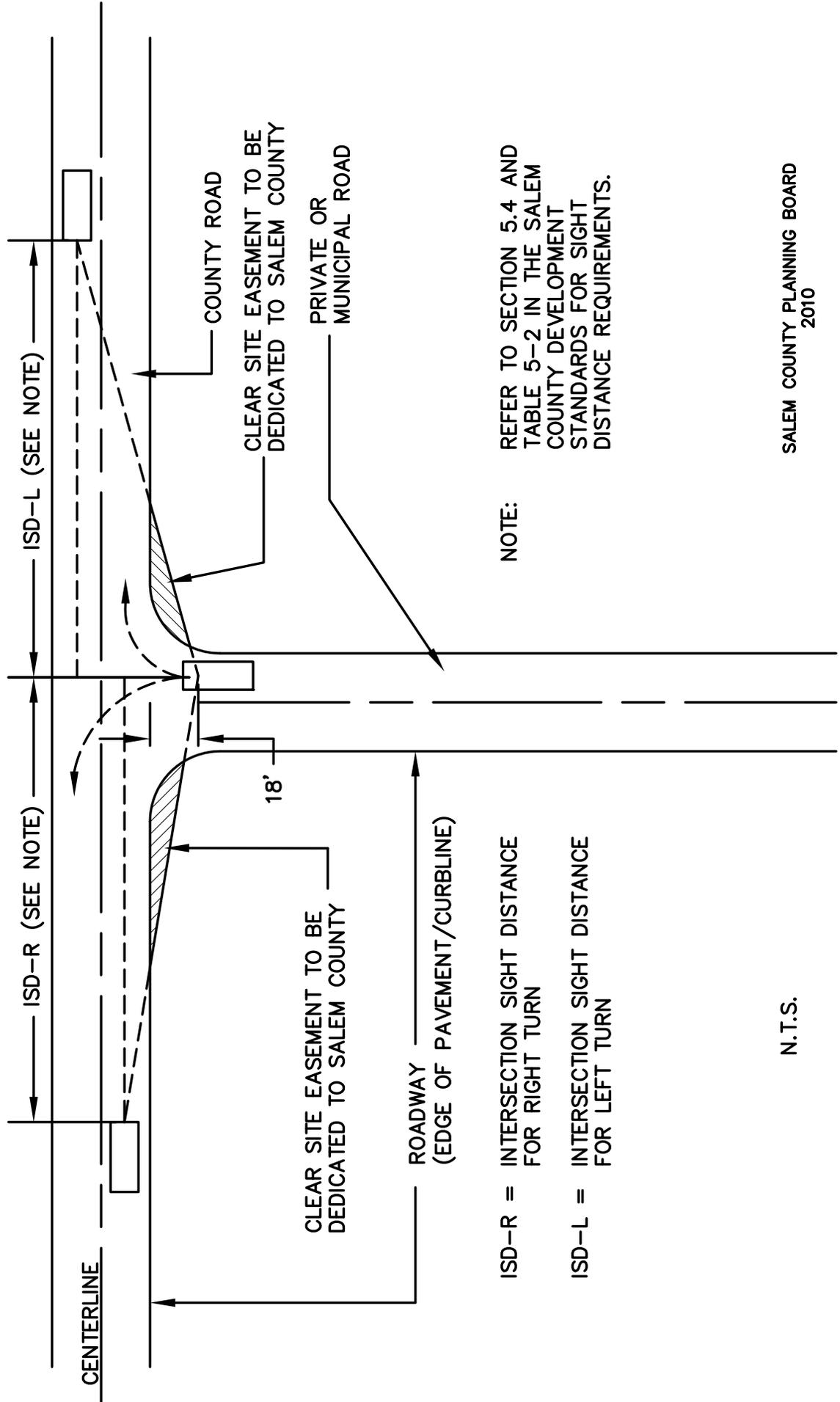


PLATE 6
 CLEAR SITE DISTANCES & EASEMENT
 INTERSECTION OF A COUNTY ROAD
 WITH A PRIVATE ROAD OR MUNICIPAL ROAD

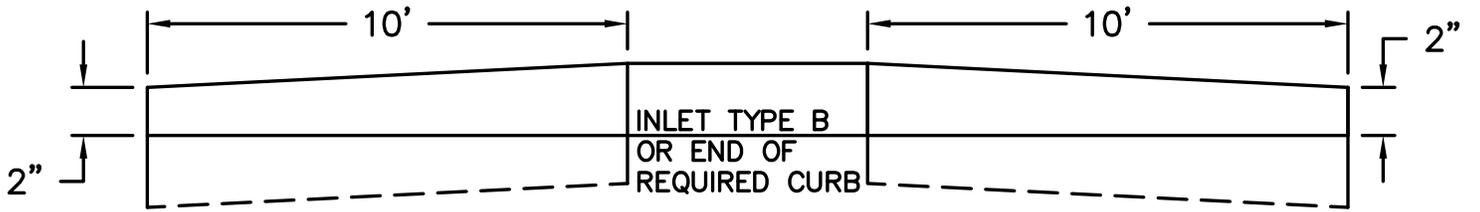


ISD-R = INTERSECTION SIGHT DISTANCE FOR RIGHT TURN
 ISD-L = INTERSECTION SIGHT DISTANCE FOR LEFT TURN

N.T.S.

SALEM COUNTY PLANNING BOARD
 2010

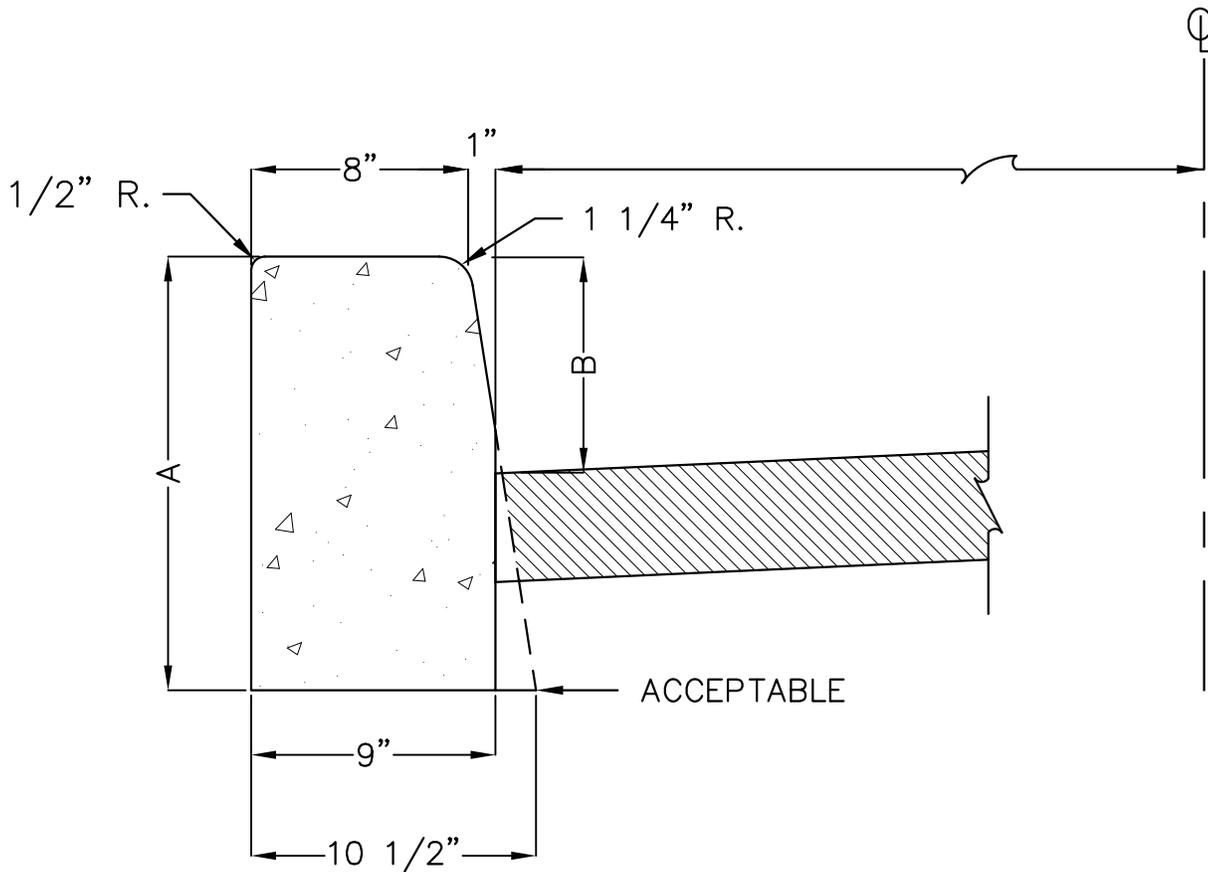
PLATE 7



CURB TREATMENT AT INLET, TYPE B
AND ALL CURB ENDS

N.T.S.

PLATE 8



TRANSVERSE JOINTS 1/2" WIDE SHALL BE INSTALLED IN THE CURB 20'-0" APART AND SHALL BE FILLED WITH PREFORMED BITUMINOUS IMPREGNATED FIBER JOINT FILLER COMPLYING WITH REQUIREMENTS FOR TYPE III FILLER IN AASHTO SPEC. M-213, RECESSED 1/4" IN FROM FACE AND TOP OF CURB. EXPANSION JOINTS THRU AND ADJACENT TO THE CURB SHALL BE INCLUDED INT THE UNIT-PRICE BID FOR CURB.

CURB SIZE	A	B
9" x 16"	16"	4"
9" x 18"	18"	6"

CONCRETE VERTICAL CURB

N.T.S.

PLATE 9 COUNTY ROADWAY CROSS SECTIONS

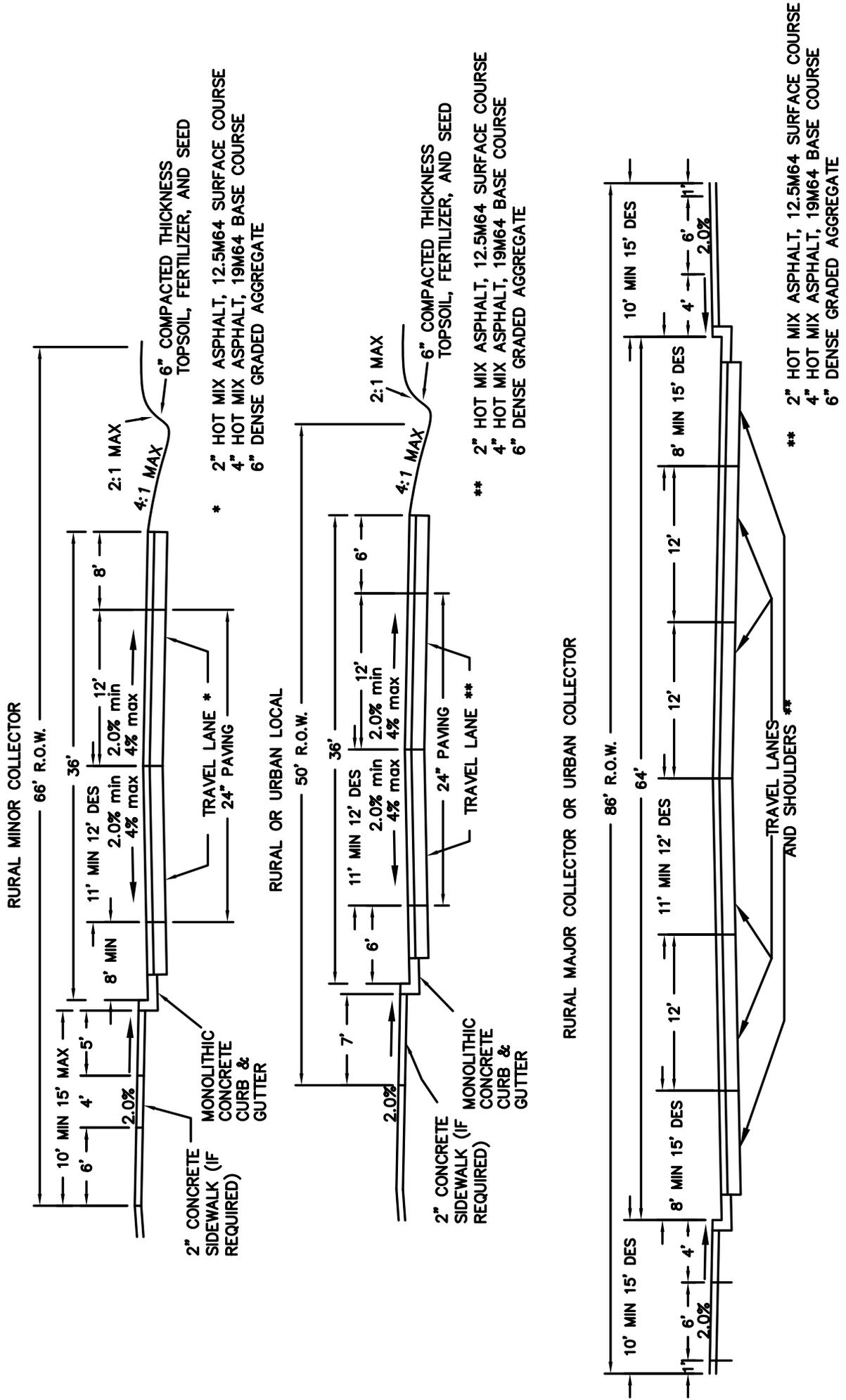
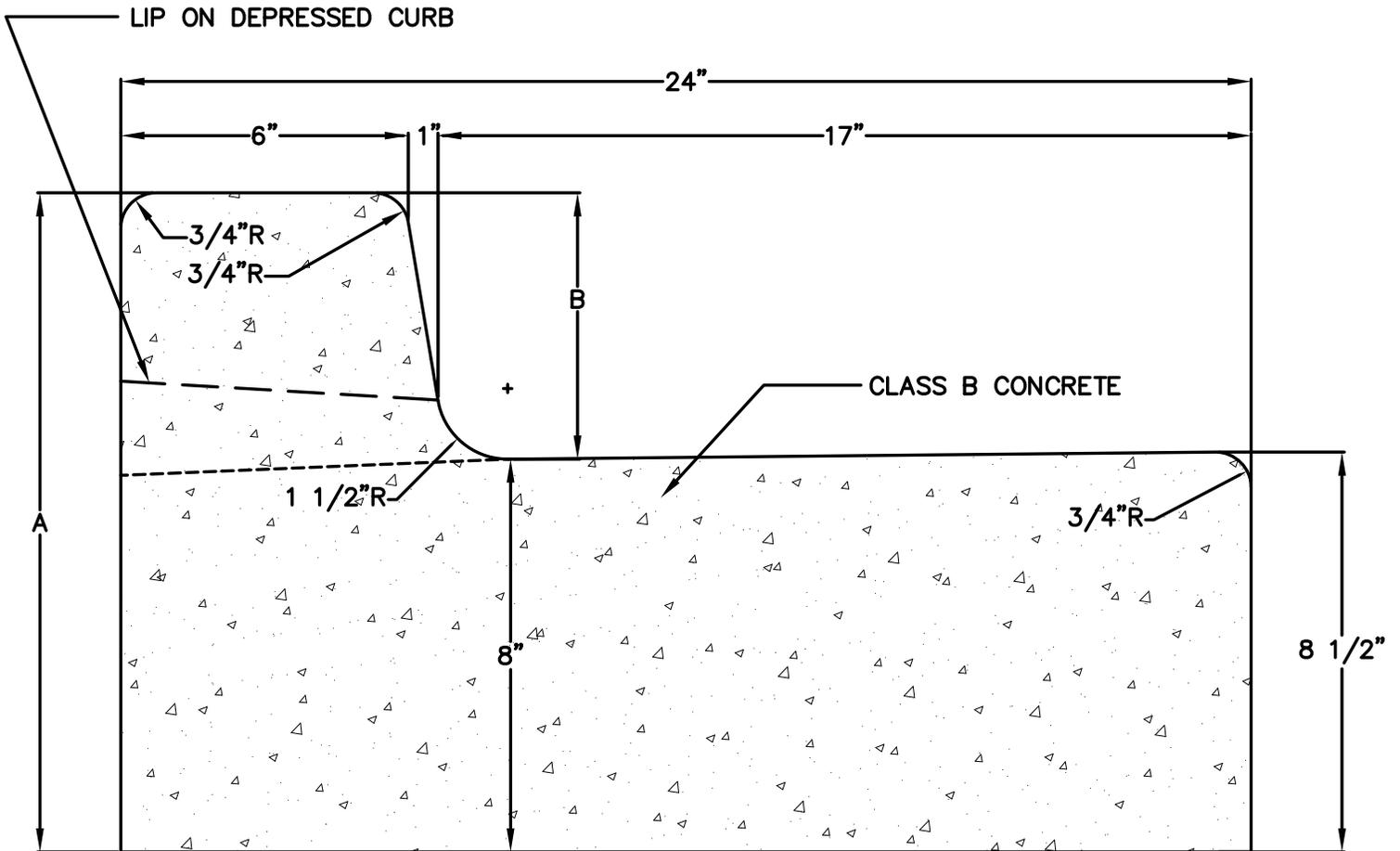


PLATE 10



CURB SIZE		
SPEED LIMIT	DIM A	DIM B
50	12"	4"
BELOW 50	12"	4"

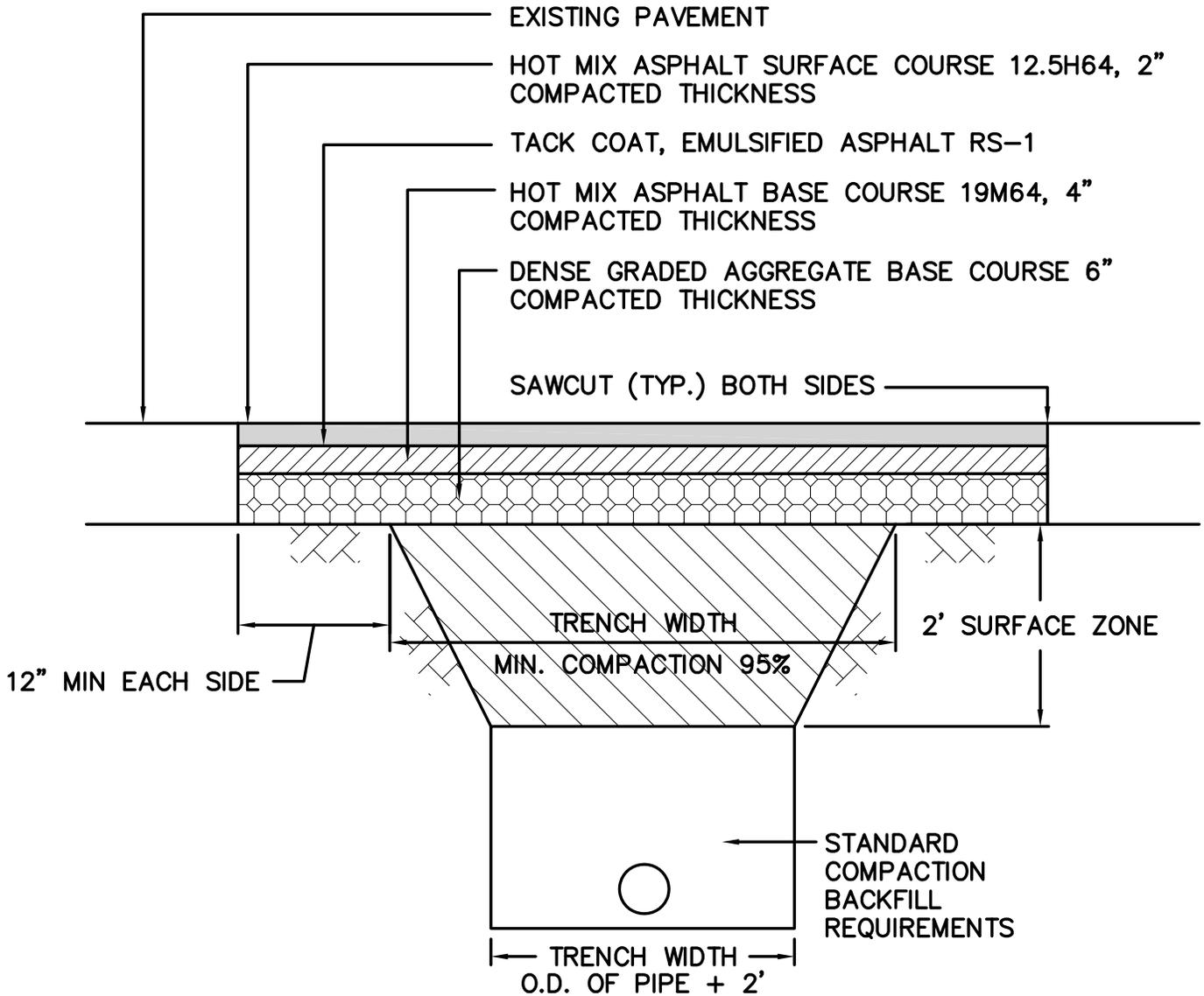
N.T.S.

MONOLITHIC CONCRETE CURB AND GUTTER

NOTE:

EXPANSION JOINTS SHALL BE PROVIDED AT 20 FOOT INTERVALS. SUCH TRANSVERSE JOINTS SHALL BE FILLED WITH PREFORMED BITUMINOUS-IMPREGNATED FIBER JOINT FILLER 1/2 INCH THICK, WHICH SHALL BE FLUSH WITH THE EXPOSED SURFACES.

PLATE 11



REPLACEMENT OF BITUMINOUS PAVEMENT
IN COUNTY ROADWAYS

N.T.S.

NOTE: ALL MATERIALS PER N.J.D.O.T. SPECIFICATIONS

APPENDIX C

County Road Functional Classification
And Right-of-Way Standards

**APPENDIX C - TABLE OF
COUNTY ROAD FUNCTIONAL CLASSIFICATIONS AND RIGHT-OF-WAY STANDARDS**

ROUTE NUMBER	FROM	TO	FUNCTIONAL CLASSIFICATION	PLANNED R.O.W.	1996 – 2009 CLASSIFICATION
540	U.S Route 40	County Route 581	Rural Major Collector	86	Major Arterial
540	Route 581	Cumberland County Line	Rural Major Collector	66	Minor Arterial
540	Cumberland County Line	Maurice River	Rural Major/Urban Collector	86	
551	N.J. Route 49	N.J. Route 48	Rural Minor Collector	86	Major Arterial
551	N.J. Route 48	Gloucester County Line	Rural Major Collector	66	Minor Arterial
553	Cumberland County Line	Gloucester County Line	Rural Major Collector	86	Major Arterial
581	N.J. Route 49	Gloucester County Line	Rural Major Collector	66	Minor Arterial
601	County Route 618	County Route 641	Urban Collector	86	Minor Arterial
601	County Route 641	County Route 643	Rural Minor Collector	66	Collector
601	County Route 643	Gloucester County Line	Rural Minor Collector	50	Local
602	U.S. Route 130	County Route 551	Rural Local	50	Local
602	County Route 551	N.J. Route 45	Rural Major Collector	66	Minor Arterial
602	N.J. Route 45	U.S. Route 40	Rural Major Collector	50	Local
603	County Route 581	County Route 616	Rural Major Collector	66	Minor Arterial
604	U.S. Route 40	Gloucester County Line	Rural Minor Collector	66	Collector
605	County Route 668	Gloucester County Line	Rural Major Collector	86	Major Arterial
606	County Route 658	County Route 658	Rural Local	50	Local
607	County Route 634	U.S. Route 130	Urban Collector	50	Local
608	County Route 690	County Route 677	Rural Local	50	Local
609	County Route 648	Gloucester County Line	Rural Minor Collector	66	Collector
610	County Route 611	County Route 553	Rural Minor Collector	50	Local
611	County Route 581	County Route 610	Rural Major Collector	66	Minor Arterial
611	County Route 610	Gloucester County	Rural Minor Collector	66	Collector

ROUTE NUMBER	FROM	TO	FUNCTIONAL CLASSIFICATION	PLANNED R.O.W.	1996 – 2009 CLASSIFICATION
		Line			
612	County Route 553	County Route 690	Urban Local	50	Local
613-1	County Route 553	County Route 671	Rural Local	50	Local
613-2	County Route 671	Gloucester County Line	Rural Local	50	Local
614	County Route 581	Cumberland County Line	Rural Local	50	Local
615	County Route 672	County Route 635	Rural Local	50	Local
616	U.S. Route 40	Lotus Avenue	Urban Collector	66	Collector
616	Lotus Avenue	County Route 672	Urban Local	66	Collector
617	County Route 668	Gloucester County Line	Rural Local	50	Local
618	County Route 601	U.S. Route 130	Urban Collector	66	Collector
619	U.S. Route 40	Gloucester County Line	Rural Local	50	Local
620	Bypass Road	Gloucester County Line	Rural Major Collector	86	Major Arterial
621	County Route 639	County Route 690	Rural Local	50	Local
623	County Route 658	Cumberland County Line	Rural Major Collector	66	Collector/Minor Arterial
624	County Route 625	County Route 658	Rural Major Collector	50	Local
625	N.J. Route 49	County Route 627	Urban Collector	66	Collector
625	County Route 627	Dead End	Rural Major Collector	50	Local
626	N.J. Route 49	Cumberland County Line	Rural Minor Collector	66	Collector
627	County Route 661	County Route 624	Urban/Rural Local	50	Local
628	U.S. Route 40	County Route 646	Rural Local	50	Local
629	U.S. Route 130	County Route 551	Urban Local	66	Collector
630	N.J. Route 49	End	Urban/Rural Local	50	Local
631	County Route 540	N.J. Route 45	Rural Local	50	Local
632	N.J. Route 49	County Route 630	Rural Local	50	Local
633	County Route 627	County Route 658	Rural Local	50	Local
634	U.S. Route 130	Broad Street	Urban Collector	50	Local
634	Broad Street	County Route 675	Urban Collector	50	Local
635	Cumberland County Line	N.J. Route 77	Rural Local	66	Collector
636	County Route 620	N.J. Route 45	Urban/Rural Local	50	Local

ROUTE NUMBER	FROM	TO	FUNCTIONAL CLASSIFICATION	PLANNED R.O.W.	1996 – 2009 CLASSIFICATION
637	County Route 624	County Route 658	Rural Local	50	Local
638	N.J. Route 56	County Route 674	Urban/Rural Local	50	Local
639	County Route 610	County Route 690	Rural Major Collector	66	Minor Arterial
640	County Route 540	Cumberland County Line	Rural Local	50	Local
641	County Route 607	County Route 601	Urban/Rural Local	50	Local
641	County Route 601	County Route 646	Urban/Rural Local		Local
642	U.S. Route 130	County Route 601	Rural Minor Collector	50	Local
643	U.S. Route 130	County Route 644	Rural Major Collector	86	Major Arterial Collector
643	County Route 644	County Route 551	Rural Minor Collector	66	
644	U.S. Route 130	County Route 643	Rural Major Collector	50	Local
644	County Route 643	County Route 551	Rural Major Collector	66	Minor Arterial
645	Cumberland County Line	County Route 690	Rural Local	50	Local
646	County Route 540	County Route 551	Rural Local	66	Collector
647	County Route 540	N.J. Route 49	Rural Major Collector	66	Minor Arterial
648	County Route 604	County Route 609	Rural Minor Collector	50	Local
648	County Route 609	County Route 611	Rural Local	66	Collector
649	State Street	U.S. Route 40	Rural Local	50	Local
650	County Route 658	N.J. Route 49	Rural Local	50	Local
651	County Route 623	N.J. Route 49	Rural Local	50	Local
652	County Route 623	County Route 658	Rural Local	50	Local
653	N.J. Route 45	N.J. Route 49	Rural Local	50	Local
654	County Route 651	County Route 658	Rural Local	50	Local
655	County Route 639	N.J. Route 56	Rural Local	50	Local
656	County Route 611	County Route 635	Rural Local	50	Local
657	N.J. Route 49	N.J. Route 45	Rural Minor Arterial	66	Collector
657	N.J. Route 45	Salem City Line	Urban Collector	66	Collector
657	Salem City Line	County Route 540	Rural Major Collector	66	Collector
658	County Route 657	N.J. Route 49	Urban Collector	66	Collector
658	N.J. Route 49	County Route 623	Urban Collector	66	Minor Arterial
658	County Route 623	Salem City Line	Urban Collector	50	Local
658	Salem City Line	County Route 623	Rural Major Collector	50	Local
659	County Route 657	County Route 657	Rural Local	50	Local
660	County Route 602	N.J. Route 77	Rural Local	50	Local
661	Grieves Parkway	County Route 627	Urban Local	66	Collector
661	County Route 627	County Route 625	Urban Local	50	Local

ROUTE NUMBER	FROM	TO	FUNCTIONAL CLASSIFICATION	PLANNED R.O.W.	1996 – 2009 CLASSIFICATION
662	County Route 648	County Route 611	Rural Local	50	Local
663	County Route 611	Cumberland County Line	Rural Local	50	Local
664	County Route 540	County Route 603	Rural Local	50	Local
665	N.J. Route 49	Grieves Parkway	Urban Collector	66	Collector
665	Grieves Parkway	County Route 633	Urban/Rural Local	66	Collector
665	County Route 633	County Route 637	Rural Local	50	Local
666	County Route 604	Gloucester County Line	Rural Local	50	Local
667	County Route 658	County Route 540	Rural Major Collector	66	Minor Arterial
668	N.J. Route 45	County Route 617	Urban Local	50	Local
668	N.J. Route 45	County Route 605	Urban Collector	86	Major Arterial
669	N.J. Route 45	County Route 679	Rural Local	50	Local
670	County Route 630	Riviera Drive	Urban Local	50	Local
671	Gloucester County Line	County Route 639	Rural Local	50	Local
672	N.J. Route 40	County Route 603	Urban Collector	66	Minor Arterial
672	County Route 603	East Lake Road	Urban Collector	66	Collector
672	East Lake Road	County Route 581	Rural Minor Collector	66	Collector
672	County Route 581	County Route 635	Rural Local	66	Collector
674	County Route 690	Cumberland County Line	Urban/Rural Local	50	Local
675	U.S. Route 130	Delaware Avenue	Urban Collector	50	Local
675	Delaware Avenue	County Route 607	Urban Collector	50	Local
676	County Route 540	Mannington Township Line	Rural Local	50	Local
677	County Route 604	Cumberland County Line	Rural Local	50	Local
678	County Route 679	County Route 616	Urban Local	50	Local
679	N.J. Route 45	Mannington – Yorktown Road	Rural Local	50	Local
690	Cumberland County Line	Willow Grove Lake	Rural Local	50	Local