Plan Checklist

N.J.A.C. 16:47 Appendix H-3

For the one-step application review process, in addition to any plans prepared for local site plan approval, detailed plans shall be prepared at a scale of one-inch equals 30 feet. Plan sheet size shall be 24 inches by 36 inches. All plan sheets shall have a title block that clearly indicates the block, lot, municipality, county, preparation date, lot or site owner, and State highway route number and milepost. The following information must be included on the final plans submitted with the access application to be checklist complete, unless indicated as not applicable to a particular permit:

- ☐ Overall site plan clearly showing all existing and proposed site features. For street applications, this information is only required for new streets.
- ☐ Key sheet that includes a lot or site location key map that references at least two cross streets on each side of the driveway, milepost, north arrow, and scale.
- ☐ Note on key sheet indicating the applicability of Department standard item details and standard specifications, and a listing of all waivers requested, identified by both the applicable section reference and description of the specific waiver. This information is not required for lot subdivision and lot consolidation permits.
- ☐ Topography showing all State highway features within 500 feet of the lot or site frontage on both sides of undivided roads and up to the centerline on divided roads, including all driveways and streets.
- ☐ Location of nearest driveway on adjacent lots or sites, including type of land use utilizing adjacent driveways.
- ☐ Location and type of land use utilizing existing driveways on the opposite side of undivided State highways.
- ☐ Existing and proposed square footage and type of land use, per structure, utilizing the appropriate ITE land use code.
- ☐ Existing and proposed setbacks and location of structures.
- ☐ Existing and proposed contours.
- ☐ Existing and proposed State highway ROW lines and any access restrictions or easements.
- ☐ Anticipated ROW lines based on Department DTS (see N.J.A.C. 16:47 Appendix B-2).

- ☐ Proposed dimensions from the lot line-to the edge of pavement, including existing to remain.
- ☐ Length of lot or site frontage along State highway.
- ☐ Existing and proposed lot lines.
- ☐ Proposed edge clearance.
- ☐ Proposed comer clearance.
- ☐ Distance to nearest traffic signals preceding and following any existing driveway or street, if it is to remain or any proposed driveway or street.
- ☐ Existing and proposed traffic patterns for the State highway.
- ☐ Existing and proposed parking facilities and internal traffic circulation. This information is not required for street permits.
- ☐ Existing and proposed locations of all lot or site driveways.
- ☐ Existing and proposed type of driveway and apron construction (concrete or bituminous). This information is not required for street permits or lot subdivision and lot consolidation permits.
- ☐ Proposed driveway and island radii, including existing to remain.
- ☐ Existing and proposed driveway width.
- ☐ Existing and proposed curb line openings including dimensions.
- ☐ Existing and proposed vertical and horizontal drive-· way alignment with respect to the State highway.
- ☐ Existing and proposed curb.
- ☐ Existing and proposed sidewalks, handicap ramps, and bicycle facilities.
- ☐ Trees within the State highway ROW.
- ☐ Existing and proposed utility poles.
- ☐ Existing and proposed location of centerline on un divided State highways and median of divided State highways.
- ☐ Existing and proposed number of lanes on the State highway.
- ☐ Existing and proposed lane and shoulder widths.

- ☐ Existing and proposed auxiliary lanes and jughandles including, but not limited to, acceleration, deceleration, collector-distributor, and right- and left-tum lanes.
- ☐ Existing and proposed location of median openings on divided State highways.
- ☐ Existing and proposed drainage facilities on both the State highway and on the lot or site including, but not limited to, inlets, manholes, pipe sizes, pipe materials, inverts, water quality structures.
- ☐ Existing and proposed State highway traffic striping.
- ☐ Existing and proposed signs: regulatory, warning, directional, and private, both on-site and within the State highway ROW.
- ☐ Existing and proposed State highway electrical installations. This information is not required for lot subdivision and lot consolidation permits.
- ☐ Changes to existing traffic signals. This information is not required for lot subdivision and lot consolidation permits.
- ☐ New traffic signals. This information is not required for lot subdivision and lot consolidation permits.
- ☐ Existing and proposed lighting levels on State high way pavement for the lot or site. This information is not required for lot subdivision and lot consolidation permits.
- ☐ Existing and proposed details of typical pavement sections within the State highway ROW, including cross slopes, widths, pavement types, and thickness. This information is not required for lot subdivision and lot consolidation permits. subdivision and lot consolidation permits.
- ☐ Proposed State highway transportation improvements. This information is not required for lot subdivision and lot consolidation permits.consolidation permits.
- ☐ Site-specific temporary traffic control plan for each stage of construction. This information is not required for lot subdivision and lot consolidation permits.
- ☐ Construction details for any non-standard item. This information is not required for lot subdivision and lot consolidation permits.highway ROW, including cross slopes, widths, pavement types, and thickness. This information is not required for lot subdivision and lot consolidation permits.
- ☐ Computer aided design and drafting (CADD) sub missions for traffic signal and electrical plans in accordance with the current version of the Bureau of Traffic Signal and Safety Engineering's Micro Station CADD Standards.