Preliminary Access Plan Checklist

N.J.A.C. 16:47 Appendix H-4

For step one of the two step application review process, preliminary plans shall be prepared at a scale of one-inch equals 50 feet. Plan sheet size shall be 24 inches by 36 inches. All plan sheets shall have a title block which 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 for step one of the processes:

- ☐ An overall site plan and/or survey clearly showing all existing and proposed site features. For street applications, this information is only required for new streets.
- ☐ A key sheet, which includes a lot pr site location key map that references at least two cross streets on each side of the driveway, milepost, north arrow, and scale.
- ☐ A note on the key sheet indicating the applicability of Department standard item details and standard specifications and a listing all known waivers requested, identified by both the applicable section reference and description of the specific waiver.
- ☐ Topography showing all State highway features within 500 feet of the lot or site frontage on both sides of undivided toads 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 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).
- ☐ Length of lot or site frontage along State highway.

- ☐ Existing and proposed lot lines.
- ☐ Proposed edge clearance.
- ☐ Proposed corner 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 curb.
- ☐ Existing and proposed sidewalks, handicap ramps, and bicycle facilities.
- ☐ Trees within the State highway ROW.
- ☐ Existing utility poles.
- ☐ Existing and proposed location of centerline on un divided State highways and median of divided State high ways.
- ☐ 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 locations of median openings on divided State highways.
- ☐ Existing and proposed State highway traffic striping.
- ☐ Existing and proposed State highway electrical installations.
- ☐ Location of existing traffic signals to be modified.
- ☐ Location of new traffic signals.