

TOWNSHIP OF WATERFORD  
2131 AUBURN AVENUE, ATCO, NEW JERSEY 08004  
(856) 768-2300 FAX (856) 768-1703

APPLICATION FOR ZONING PERMIT

For the purpose of this ordinance, the term "development" shall mean the construction, reconstruction or relocation of any residential structure; the enlargement of a residential structure, the construction or placement of an accessory structure including in-ground swimming pools on a residential lot resulting in a land disturbance of 500 square feet or more on a ¼ acre or less lot or 1000 square feet or more on a lot over ¼ acre

Property Owner/Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone/Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Development Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Block \_\_\_\_\_ Lot \_\_\_\_\_ Zone \_\_\_\_\_

Work Proposed: \_\_\_\_\_  
(please specify dimensions)

**Initial Fees:** Make Check payable to "Waterford Township"

Application Fee	\$ 35.00
Grading Plan Review	\$150.00
Foundation Location Plan Review	\$ 50.00
Asbuilt Review/Final Inspection Fee	\$150.00

**Additional Fees:**

Revised Grading Plan Fee	\$100.00
Re-Inspection Fee	\$100.00

Name of Professional Preparing Plan: \_\_\_\_\_

Address: \_\_\_\_\_

Phone/Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Submit the application, payment and six (6) signed and sealed plot plans to

Township of Waterford  
Zoning Officer  
2131 Auburn Avenue  
Atco, New Jersey 08004

Plans must be prepared as per attached checklist.

For new residential or commercial construction: (In addition to submittal of the above)

1. Property taxes must be current.
2. Certificate of Filing from New Jersey Pinelands Commission or Preliminary Zoning Permit issued in lieu of the Certificate of Filing. If a Preliminary Zoning Permit is submitted the plan listed under item 1 of Conditions must be attached.
3. Copy of septic permit from Camden County Department of Health, or Sewer Connection Permits from Camden County Utility Authority and Waterford Township Utilities.
4. Copy of State and County well permit or Municipal Water Connection Permit.
5. Road Opening Permit and/or Highway Access Permit.
6. Soils Conservation approval or waiver.
7. Resolution of Approval from municipal Planning or Zoning Board.
8. Proof that any escrow fees, performance guarantees, bonds, recreation fees, or other requirements of approval have been met.

AN AS BUILT PLAN MUST BE SUBMITTED AND APPROVED PRIOR TO  
ISSUANCE OF A CERTIFICATE OF OCCUPANCY

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Property Owner

Must have final Pinelands Review  
approval (Zoning Officer will submit)



## SECTION I. Lot Grading and Drainage.

- A. Applicability: The requirements set forth herein shall apply to the development of all lots within the Township of Waterford for residential purposes. For developments where an overall grading plan has already been reviewed and approved by either the Planning Board or the Zoning Board of Adjustment, the review and approval of an individual lot grading plan prior to the issuance of a building permit is required. Any lot greater than one (1) acre shall not be subject to the requirement to submit an individual lot grading plan, unless in the opinion of the Zoning Officer or Township Engineer, there are special circumstances to require an individual lot grading plan.

For the purpose of this ordinance, the term "development" shall mean the construction, reconstruction or relocation of any residential structure; the enlargement of a residential structure, the construction or placement of an accessory structure including in-ground swimming pools on a residential lot resulting in a land disturbance of 500 square feet or more on a ¼ acre or less lot or 1000 square feet or more on a lot over ¼ acre

- B. Nothing contained herein shall prohibit the Township Engineer from requiring a new, overall grading plan for review and approval. The applicant shall be entitled to administrative review, if the plan meets the performance standards contained herein, provided that the proposed changes do not violate, or create a conflict with the prior approvals granted by the approving authority. If in the opinion of the Township Engineer the revised grading plan substantially deviates from the prior approval, the applicant shall be required to seek the approval of the applicable board.

C. Foundation Location Plan.

1. The State of New Jersey, through the Uniform Construction Code, requires that a foundation location survey be submitted to the Township construction official as soon as possible after the installation of the foundation wall. Further, the final verification of such a prior approval rests with the construction official. The Permittee shall submit a Foundation Location Plan to the Township Engineer showing the constructed foundation conforms to the approved setbacks and the top of block elevation is at or no greater than one foot above the approved top of block elevation. The plan must be prepared by a New Jersey licensed Professional Land Surveyor.

D. Final Survey (As-Built Plan).

1. Prior to the issuance of a Certificate of Occupancy, the Permittee shall submit two (2) copies of an accurate Final Survey (As-Built Plan) to the Zoning Officer and the Township Engineer for approval. The Final Survey (As-Built Plan) shall be prepared by a New Jersey licensed Professional Land Surveyor. The purpose of the Final Survey (as-Built Plan) is to ensure that the lot grading is in substantial conformance to the approved plan and that the lot will adequately drain and have no adverse impact on adjoining properties. The Final Survey (as-Built Plan) shall be reviewed by the Township Engineer and determined to comply with the above standards.

E. Performance Standards.

1. All grading shall be done in a manner that will result in no adverse impact to adjacent properties. Adjacent properties with natural swales and/or wetlands must be evaluated to insure that adequate capacity is available to accept the runoff from the site being developed and graded. Whenever possible, the land shall be graded in one of the following methods:
  - (a) The rear yard shall drain overland to the street through side yard swales on either side of the house, located on the common property lines with adjoining lots, and the front yard shall drain directly to the street;



- (b) The rear yard shall drain and be collected in a system of interior yard inlets and piping designed in accordance with accepted standards, connected to the development's overall storm water drainage system, and the front yard shall drain directly to the street; or
  - (c) The rear yard shall drain overland onto adjoining properties as permitted by right, i.e. no net increase in rate of runoff or manner of flow or via an acceptable easement, and the front yard shall drain directly to the street.
- 2. No more than three (3) lots in a row shall be allowed to drain through a swale unless protected by an acceptable easement.
- 3. The minimum slope for swales, lawns, and disturbed areas shall be two percent (2%) and for smooth, hard surfaces, i.e. driveways, one half of one percent (0.5%). If slopes of two percent (2%) cannot be maintained for swales, a grade of one and one half percent (1.5%) may be acceptable, under special circumstances and with justification, if the Township Engineer accepts the justification.
- 4. The maximum grade for driveways shall be ten percent (10%) unless waived by the Township Engineer under special circumstances.
- 5. The top of block elevation shall be a minimum of eight inches (8") above the highest adjacent grade and shall be provided on all grading plans. The notation of the finished floor alone is not acceptable.
- 6. Grading within eight feet (8') of the dwelling shall be in accordance with local building codes.
- 7. Retaining walls over three feet (3') in height must be designed, and then reviewed and approved by the Township Engineer.
- 8. Topsoil moved during the course of construction shall be redistributed so as to provide at least five inches (5") of spread cover to all seeded and planted areas of the development and shall be stabilized by seeding or planting. Topsoil shall be reasonably free of stone and contain no stones larger than two inches in any dimension. In the event that the quantity of topsoil at the site is insufficient to provide five inches (5") of cover for all seeded and planted areas, the Permittee shall provide and distribute a sufficient quantity of topsoil to provide such cover. The composition of any borrowed topsoil shall be in accordance with New Jersey Department of Transportation (NJDOT) standards and suitable for use in a residential setting.
- 9. The Permittee may request a waiver of a particular performance standard upon presentation of a reasonable justification. The Township Engineer shall have the authority to review the request and issue an administrative change, provided it is not inconsistent with the intent of the ordinance.

F. Performance Bond and Inspection Escrow.

- 1. Where a performance bond and inspection escrow have already been or will be established, the requirements for the posting of fees may be waived, unless the Permittee elects to proceed with the fixed fee schedule. In those instances where a Permittee elects not to proceed with the fixed fee schedule, a separate line item for lot grading shall be included in the performance bond estimate and inspection escrow deposit shall be calculated pursuant to the Municipal Land Use Law

(Chapter 291, Laws of N.J. 1975, N.J.S.A. 40:55D-1 et seq.). The bond amount for grading, stabilization and yard drainage for non-municipal property shall be \$2,000 per acre actually disturbed. Separate items are to be listed for municipal and non-municipal property. The item for non-municipal property shall not convert over to any subsequent maintenance bond. Dollar amounts shall be updated as the need arises.

G. All conditions and requirements herein shall be consistent with the Pinelands Stormwater Management Standards as set forth in the Pinelands Comprehensive Management Plan and any standard adopted hereto.

H. All of the requirements for the control of grading and drainage of residential lots shall be required to adhere to the checklist and application which is attached hereto and considered a requirement of this chapter.

**WATERFORD TOWNSHIP  
CAMDEN COUNTY**

**CHECKLIST FOR LOT GRADING PLANS**

Date: \_\_\_\_\_

Development: \_\_\_\_\_

Reviewer/Inspector \_\_\_\_\_

Block/Lot: \_\_\_\_\_

Date of Plan: \_\_\_\_\_

Last Revised: \_\_\_\_\_

ITEM	REQUIREMENT	Acceptable		COMMENTS
		YES	NO	
1	Benchmark: Datum, Location & Elevation			
2	Existing and Proposed Contours at One (1) Foot Increments. (Min. 25' Beyond Property Line Boundary			
3	Property Corners: Type, Location & Ground Elevations.			
4	Top of Curb Elevation Adjacent to Property Corners.			
5	Proposed Clearing Limits.			
6	Building Footprint.			
7	Finished First Floor Elevation			
8	Elevation of Vehicle Entrance to Garage			
9	Ground Elevations at all Building Corners			
10	Required Minimum Grade from Dwelling per BOCA code.			
11	Driveway Centerline Elevations at Sidewalk, Curblin 7 Breakpoints.			
12	Elevation of Edge of Township-Owned Sidewalk Adjacent to Property Corners and at Center of Sidewalk.			
13	Inlet Grade elevations (Private and Township Owned).			
14	Sump Pump Discharge Line Invert Elevation, Location & Surrounding Ground Elevation.			
15	Septic Tank Manhole/Lid Elevation.			
16	Location of Septic System and			



	Finished grade (Show Inspection Ports).			
17	Proposed Ground Elevations shown on the Approved Grading Plan included on the As-Built Plan.			
18	Location of Landscape and/or Retaining Walls with Top and Bottom Elevations.			
19	Elevations at all High Points on the Lot.			
20	Drainage Swale Elevations.			
21	Lot Grade to Drain (Flow Arrows).			
22	North Arrow			
23	Wetland and buffer areas, if any exist			
24	Deed restrictions and/or easements (if any)			
25	Location and elevation of swimming pools and appendage, including decks, filtering equipment and fencing.			

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