

PASSAIC COUNTY
BOARD OF CHOSEN FREEHOLDERS

SITE PLAN RESOLUTION

Adopted May 18, 1988
Amended December 30, 1988
Amended October 2, 1991
Amended October 26, 1994
Amended September 14, 2004
Amended June 13, 2005
Amended December 11, 2007
Amended September 27, 2011
Amended August 19, 2014

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Table of Contents

I.	DEFINITIONS	2
II.	PROCEDURES	7
A.	General Regulations	7
B.	Processing of Site Plan.....	9
C.	Other Regulations	10
D.	Appeals	12
III.	SITE PLAN SUBMISSION REQUIREMENTS.....	14
A.	General	14
B.	Plat Details.....	14
C.	Additional Information	16
IV.	DESIGN STANDARDS.....	18
A.	General	18
B.	Right-of-Way and Access.....	18
C.	Road Intersections.....	19
D.	Driveways	20
E.	Acceleration and Deceleration Lanes	23
F.	Special Turn Lanes	23
G.	Curbing	23
H.	Sidewalks	24
I.	Right-of-way Encroachment.....	24
J.	Signs.....	25
K.	Off-Street Parking and Loading Areas	25
L.	Drainage	26
1.	New Culverts and Bridges.....	33
2.	Existing County Bridges and Culverts on Roads to be Widened in Connection with Site Plans.....	34
3.	Bridges and Culverts Downstream of Project.....	35
4.	Drainage Systems on County Roads	36
V.	STANDARDS AND CRITERIA FOR ADJUSTING OR WAIVING REQUIREMENTS.....	37
VI.	VALIDATION.....	38
VII.	FEE SCHEDULE	38
VIII.	CORRIDOR ENHANCEMENT PROGRAM.....	39
A.	PASSAIC COUNTY CORRIDOR ENHANCEMENT DISTRICTS.....	39
B.	PATERSON-HAMBURG TURNPIKE TRANSPORTATION IMPROVEMENT DISTRICT	40

I. DEFINITIONS

Acceleration Lane - added pavement width at an intersection or other point of access to a County road, designed to enable vehicles entering the road- way to attain a speed which will allow entering vehicles to merge safely with through traffic.

Adverse Drainage Condition - The absence of drainage facilities or drainage easements in a drainageway leading to, along, through or from a County road or County drainage structure, either within or exterior to a proposed site which will provide adequately for storm drainage generated from the site. Any condition which if left uncorrected causes or will cause when the site is developed either flooding, erosion, silting or other damaging effect to a County road or County drainage structure; overloading of the County drainage systems; storm water flowing unchecked on to a County road; damage to private property as a result of storm drainage from, along or through a County road or County drainage structure.

Bridge - A structure having a clear span in excess of 20 feet designed to convey vehicles and/or pedestrians over a water course, railroad, highway or other obstacle or depression.

County Master Plan or Master Plan - A composite of maps, plans, reports and Master Plan sections dealing with the physical development of the County, including all accompanying maps, plats, charts and descriptive and explanatory matter, that have been duly adopted by the County Planning Board pursuant to Revised Statute 40:27-2.

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 20 feet or less.

Deceleration Lane - The added pavement width at an intersection or other point of exit from a County road, designed to enable vehicles leaving the highway to make the necessary reduction in speed without interfering with the free movement of through traffic.

Drainage Right-of-Way or Drainage Easement - The land required for the installation or

maintenance of storm water sewers or drainage ditches or required along a natural stream or water course to preserve the channel, allow for outflow from a County drainage structure, or provide for the flow of storm water run-off in accordance with Chapter One of Title 58 of the Revised Statutes 40:55-12.

Driveway - A means of access for vehicles to or from a property or roadway.

Easement for Drainage Purposes - A permanent easement to the County for the purpose of installation of storm water drainage facilities, including construction, reconstruction and repair and maintenance of these facilities or outflow from a County drainage structure.

Deed for County Road Purposes (Road Widening Deed) - A permanent grant or dedication to the County for the purpose of installation of utilities, or construction, reconstruction or alteration of facilities related to the safety, convenience or carrying capacity of the County road including drainage facilities and traffic control devices.

Flood Plain - Land adjacent to a brook, stream, river or other waterway designated as an area of 100-year flood or an area between 100- year flood and 500-year flood on the Federal Insurance Administration Flood Hazard Boundary Map.

Maintenance Bond - Any security that is acceptable to the County Counsel to assure the maintenance of approved installations by developers for a period of not more than two years after acceptance of the improvements.

Official County Map - The map, with changes and additions thereto, adopted and established by resolution of the Board of Chosen Freeholders of the County pursuant to Revised Statutes 40:27-5.

Performance Guarantee - Any security approved by the County Counsel which may be accepted in lieu of a requirement that certain improvements be made before the County Planning Board grants approval of a site plan.

Road Right-of-Way - The area on either side of the center line of a roadway dedicated for public use, i.e. roadway, sidewalk, traffic signs and signals, and other public utilities.

Site Plan - A plan of an existing lot or plot or a subdivided lot on which is shown topography, location of all existing and proposed buildings, structures, drainage facilities, roads, rights-of-way, easements, parking areas, and with any other information required by and at a scale specified by this resolution.

Street - Any street, avenue, boulevard, road, land, parkway or freeway which is an existing State, County or municipal roadway, or a street or way shown upon a plat heretofore approved pursuant to law. This includes the land between the street lines, whether improved or unimproved, and may comprise pavement, shoulders, gutters, sidewalks, parking areas and other areas within the road right-of-way lines.

Water Course - Any natural swale, stream, brook or river which is the natural course of storm or 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.

Soil Erosion and Sediment Control Plan - A portion of the site plan dealing with designed facilities, temporary and permanent, for the control of soil erosion on a development site. Such plans must be in compliance with Hudson-Essex-Passaic Soil Conservation District requirements and may include siltation basins, diversion berms, interceptors and other control structures for the purpose of limiting the deposit of eroded soil in streams and man-made drainage systems.

Stream Encroachment Line - A line delineated by either the New Jersey Division of Water Resources or the County Engineering Department, pursuant to the determination of jurisdiction in the flood plain of a brook, stream or river within which no filling, grading or other alteration to the natural water course may be made.

Development Review Committee - A committee established by resolution of the Passaic County Planning Board consisting of at least five members, including the County Engineer and Planning Director, appointed by the chairman to review and approve subdivisions and site plans on behalf of The Passaic County Planning Board in administering the provisions of this resolution.

Road Widening Reserved Strip - A strip of land fronting said parcel which is reserved, but not formally dedicated to the County, to set the road to the future right-of-way width as outlined in the Right-of-Way Standards portion of the Passaic County Master Plan.

Detention Basin - A drainage facility to contain surface runoff and to delay the release of the increased runoff into a storm drain system until after the storm drain system has peaked.

Retention Basin - A drainage facility to retain all of the increased runoff on the site, without releasing any runoff into the storm drain system.

New Submission - Development of or construction on a site which has not previously been reviewed by the County. Any application on which there has been no action by the County for a year or more or on which the last action was a denial shall be considered a new submission.

Complete Site Plan Application - A complete application for Passaic County Site Plan Review shall consist of two Passaic County Development Review Application forms, two sets of folded plans not to exceed 9 inches by 14 inches, a PDF digital file of the plans on standard compact disc media, a digital file of the plans in a format that meets or exceeds the Highlands digital submission standards for any application within the Highlands Preservation Area, and any fee required from Section VII. Any revised plans submitted in response to a County Planning Board review shall include a cover letter indicating how each of the conditions was addressed.

Certificate of Completeness - A certificate issued by the Passaic County Planning Board on receipt of a complete site plans application for review. The statutory review period shall not begin until a certificate of completeness has been issued.

Certificate of Exemption - A certificate issued by the Passaic County Planning Board for site plans which are exempt under Section II A.

II. PROCEDURES

A. General Regulations

Prior to the issuance of any building permit *by* a municipal building official or any other agency or individual with authority to approve a site plan or issue a building permit, the site plan for any proposed land development along County roads or which will cause storm water to drain either directly or indirectly to a County road or through any drainage-way, structure, pipe, culvert or facility for which the County is responsible for the construction , maintenance or proper functioning shall be submitted to the County Planning Board for review and approval. Site plans for housing structures containing less than five (5) dwelling units are exempted from county site plan review. Site plans for land development not along a county road that include *less* than one (1) acre of impervious surfaces are exempted from county site plan review. In cases where site plan review by the County Planning Board is not required, the County Planning Board may review and comment on that site plan but the comments shall not be binding.

The municipal building official or other agency or individual with authority to approve a site plan or issue a building permit shall condition final approval of any application requiring County Planning Board approval pursuant to this Resolution upon timely receipt of a favorable report by the County Planning Board or approval by the County Planning Board by its failure to report thereon within the required time period.

The County Planning Board shall report in writing to the appropriate municipal authority on the submitted site plan within 30 days after receipt of a complete site plan application. A copy of such report and all additional reports as needed shall be forwarded to the applicant and the County Engineer. If the County Planning Board fails to report to the appropriate municipal authority within 30 days, said site plan shall be deemed to have been approved by the County Planning Board. Upon mutual agreement between the County Planning Board and the appropriate municipal authority, with approval of the applicant, the reporting period may be extended for an additional 30 days.

The County Planning Board shall notify, in writing, the appropriate municipal authority of its final action of approval or disapproval of the site plan. The specific grounds for denial of an application shall be set forth by the County in its response to the appropriate municipal authority having jurisdiction with copy to the applicant. For projects located within the Preservation Area of the New Jersey Highlands Region, approval shall be withheld unless one of the following has been received:

- a) A certified resolution issued by the municipal land use board having jurisdiction in the matter indicating that the project has received approval from the local board and is authorized to proceed.
- b) A formal notice of public hearing, provided to the County in accordance with the requirements of the New Jersey Municipal Land Use Law indicating that the proposed project is the subject of an application for development which has been filed with and is scheduled for consideration by the municipal land use board having jurisdiction in the matter.
- c) A Highlands Applicability Determination issued by the NJDEP indicating that the proposed project is exempt from the requirements of the Highlands Act.
- d) A Highlands Preservation Area Approval issued by the NJDEP.
- e) A Highlands Regional Master Plan Consistency Determination issued by the New Jersey Highlands Council indicating that the proposed project is consistent with the Highlands Regional Master Plan.

All final County reports on applications for development that include property located in the Preservation Area of the Highlands Region, shall include the following language "The Highlands Council may review, within 15 days of receipt of County Planning Board approval, rejection or approval with conditions, any application for development in the Preservation Area that involves the ultimate disturbance of two acres or more of land or a cumulative increase in impervious surface by one acres or more. Upon determinations to exercise such authority, the Highlands Council shall transmit, by certified mail, written notice thereof to the person who submitted the application to the County Planning Board."

After approval has been granted, no change or alterations shall be made to any portion of the site plan over which the County Planning Board has approval power without approval of said change by the County Planning Board. Likewise, no change of engineering design shall be made without the approval of the County Engineer.

B. Processing of Site Plan

A complete site plan application shall be submitted to the Passaic County Planning Board by the applicant. Incomplete applications shall be returned if possible, to the applicant with a checklist of missing items.

Within 30 days of receipt of a complete site plan application the County Planning Board shall either:

- a) Forward to the appropriate municipal authority and the applicant a report approving the site plan or containing standards and requirements which conditions must be met in order for County Planning Board to approve the site plan. Non-binding comments and recommendations may also be submitted by the County Planning Board.
- b) Prepare a report withholding approval or denying the site plan if all requirements of this resolution have not been met. **The report shall state which requirements** must be met to bring the site plan into compliance and may include non-binding recommendations of the County Planning Board. Where necessary the report shall list County requirements concerning posting of performance guarantees, payments in lieu of improvements and proportionate share of future installation of drainage facilities, if any , as determined by the County Engineer in accordance with procedures established by the Laws of 1968 Chapter 285 R . S. 40:27-1 to 40:27-1 2 inclusive.

The 30 day period in which the County Planning Board shall have to submit a report on a site plan to the municipality involved commences with the receipt of a complete application as by Section II B.1 of this resolution. A letter to the municipal approving authority from the County Planning Board, indicating a need for additional information, plan changes or compliance with standards, shall be considered as notice to municipal authorities and fulfill

the reporting requirement. In the event that additional information or clarification is required, a new 30 day reporting period will commence upon the receipt of all required additional information, a response to an inquiry or each revised site plan.

If performance guarantees are necessary, it will be the responsibility of the applicant to submit an instrument acceptable to the County Planning Board, County Counsel's office, the Board of Chosen Freeholders, the County Engineer and the appropriate municipal authority.

Approval of a site plan application by the Passaic County Planning Board does not abrogate the rights of the responsible municipal official or agency to require further changes or to disapprove an application.

A denial of approval of site plan application by the Passaic County Planning Board, with said denial being based on County standards and requirements, is binding on all parties.

The Passaic County Planning Board may designate its Development Review Committee with the full authority to approve or disapprove all site plan applications.

The Statutory review period shall not begin until a complete site plan application has been received and a certificate of completeness has been issued.

C. Other Regulations

The County Engineer's Office shall inspect all completed improvements required by the County Planning Board for which a performance guarantee has been posted to determine if the improvements have been satisfactorily constructed in conformance with the standards and specifications of the resolution and terms and conditions of the performance guarantee and that any required maintenance has been posted. This inspection shall take place within 15 days after notification that the improvements have been completed.

The County Engineer's Office shall forward a copy of their determination to the County Planning Board for consideration at its next regular meeting.

The County Engineer's Office shall inspect all County facilities covered by a maintenance bond ninety (90) days prior to the expiration date of the bond and certify to the County Planning Board and all interested parties that the facilities are in satisfactory condition.

Any and all monies received by the County in lieu of physical improvements, as a proportional share of future improvements to insure performance or to meet other requirements established for site plans under this resolution, shall be paid to the County Treasurer who shall provide a suitable depository therefor. Such funds shall be used only for the County Roads or County drainage facilities for which they are deposited unless such projects are not initiated for a period of ten (10) years from the time of posting of such funds, at which time said funds shall be transferred to the General Fund of the County provided that no assessment of benefits for such facilities as a local improvement shall thereafter be levied against the owners of the lands upon which the developer's prior contribution has been based.

The applicant for site plan approval or his agents shall assume full liability during construction and until the release of his performance guarantees for any improvements required by the County Planning Board.

Any additional permits or approvals that may be required such as storm sewer connection, curb cut, driveway access or stream encroachment permits, shall be the responsibility of the applicant to obtain from the appropriate agencies.

Any site plan approved by the County Planning Board under the terms of this Resolution shall be valid for the same period of time as the local site plan approval or building permit.

Failure to comply with any of the County requirements for site plan approval subsequent to the receipt of a building permit shall be grounds for:

- 1) Refusal of the County Engineer to issue permits for said site development;
- 2) A request to the local approval authority to revoke or to withhold the local building permit and/or certificate of occupancy for said site development due to non-

- compliance with County Requirements;
- 3) Forfeiture of any performance bond or other payments guarantee required by the County to cover the costs of improvements specified in that portion of the site plan over which the County has control;
 - 4) Appropriate court action.

In cases where site development plans that fall under the County Planning Board's jurisdiction, as specified in this Resolution, have not been submitted to the County Planning Board for review and approval prior to the issuance of a municipal building permit, the developer shall suspend all construction activity upon receipt of notice of non-compliance from the County Planning Board. This notice shall be by certified mail with copies to the appropriate municipal authorities. The developer shall then submit the required site plans for review and approval by the County Planning Board. In cases where improvements to the site plan have been made that do not comply with the standards in this Resolution, the developer or owner will be held legally responsible for the rectification of the non-compliances at his own expense.

D. Appeals

Any applicant aggrieved by the action of the Development Review Committee of the Passaic County Planning Board in regard to a site plan approval may file an appeal in writing to the Passaic County Planning Board. Said appeal must be filed within ten days after the date of the correspondence and by certified mail. The Passaic County Planning Board to which an appeal is taken shall consider such an appeal at a regular or special public meeting within 45 days from the date of its filing.

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. Said appeal must be filed within ten days after the date of the correspondence and by certified mail. 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 days from the date of its filing.

Notice of said hearing shall be made by certified mail at least ten days prior to the hearing to the applicant and to such of the following officials as deemed appropriate for each specific case: the municipal clerk, municipal planning board, board of adjustment, building inspector, zoning officer and the County Planning Board. The Board of Chosen Freeholders shall render a decision within 30 days from the date of the hearing.

III. SITE PLAN SUBMISSION REQUIREMENTS

A. General

Any site plan presented to the County Planning Board shall be drawn at a scale not smaller than one inch equals forty feet and not larger than one inch equals ten feet, except that plans for land developments that will occupy sites of more than forty acres shall also include detail plan sheets of a standard size with a scale not smaller than one inch equals forty feet.

B. Plat Details

Any site plan shall include and show the following information:

1. A key map showing the entire site development and its relationship to the surrounding area.
2. The name of the development, the municipal tax map sheet, block and lot number, date, north arrow and scale.
3. The name and address of the applicant and the owner, and the name, address and title of the appropriate licensed professional, as required by R.S. 13:40-7.1 to R.S. 13:40-7.5, preparing the plan, maps and accompanying data.
4. Acreage of the site to be developed to the nearest tenth of an acre.
5. The zone district in which the site is located.
6. The location of existing property lines, building set back lines, buildings and structures with an indication of whether the existing structures will be retained or removed.
7. All existing and proposed streets or roads within or abutting the proposed site development with the right-of-way widths clearly indicated and pavement widths for existing streets indicated.
8. Profiles and cross-sections of existing and proposed streets and highways abutting the site development where necessary to describe the proposed development. The typical cross-section of streets shall clearly indicate the type and width of pavement and location of curb, sidewalks and shade tree planting areas. At intersections with County roads, radii of proposed curblines shall be clearly indicated.
9. Plans for existing and proposed driveway or street intersections drawn to a 1" equals 20 feet scale showing curbs, sidewalks, curb radii, pavement markings and signs.
10. Contours, existing and proposed, shall be shown at two foot intervals. All contour lines shall be referenced to the "New Jersey Geodetic Control Survey Datum".

- 11.** The location of all existing and proposed curbs, sidewalks, driveways, parking areas and loading areas on the site in question and within 100 feet of said site when they relate directly to the proposed development. The total number of parking spaces and the number of handicapped spaces shall be noted, not including on-street parking.
- 12.** The location, size and type of all existing and proposed rights-of-way, easements and other encumbrances which may affect the site in question, the location and width of any reserved strips for future road widening and the location and description of any lands to be dedicated to a municipality or to the County.
- 13.** Any contiguous lots owned by the applicant or in which the applicant has a direct or indirect interest shall be shown.
- 14.** All existing water courses shall be shown and accompanied by the following information or data:
 - a)** When a brook or stream is proposed for alteration, improvement or relocation or when a drainage structure is proposed on a water course, evidence of submission of the proposed change to the New Jersey Division of Water Resources shall accompany the site plan.
 - b)** Cross-sections of water courses at an appropriate scale showing extent of flood plain, top of bank, normal water level and bottom elevations at the following locations:
 - i.** At any point where a water course crosses a boundary of the site development.
 - ii.** At 50-foot intervals for a distance of 300 feet upstream and 300 feet downstream of any proposed culvert or bridge.
 - iii.** At any point 10 feet upstream and downstream of any point of juncture of two or more water courses.
 - iv.** At a maximum of 500-foot intervals along all water courses which run through or within 50 feet of the site.
 - c)** The boundaries of all flood plains in or within 50 feet of the site (if defined).
 - d)** Profile of stream bed extending 200 feet upstream to 200 feet downstream from the site.
- 15.** The total acreage in the drainage basin to the nearest downstream drainage structure and the acreage of the site development which drains to the structure.
- 16.** The location and extent of drainage and conservation easements and stream encroachment lines.

17. The location, extent and water level elevation of all existing and proposed lakes or ponds in or within 50 feet of the site.
18. Plans and computations for any storm drainage systems including the following:
 - a) All existing or proposed storm sewer lines affecting the site showing size and profile of the lines, direction of flow and location of each inlet, manhole, and other appurtenance along with appropriate invert elevations and other elevations where required.
 - b) The location and extent of any proposed dry wells, detention basins, retention basins or other storm water drainage devices.
 - c) Location and size of any County drainage structures serving the site.
19. Plans showing existing and proposed sanitary sewerage facilities serving the site including the following:
 - a) Location, size and slope of all sanitary sewer lines, pumping stations and connections to existing facilities.
 - b) Location of existing and proposed septic fields.
20. Identification of lands to be dedicated or reserved for public use.
21. The location of any other underground utility and the easements to accommodate them shall be clearly indicated on the plan.
22. Space for the approval signature of the County Planning Board.
23. The location of all handicapped access facilities as required by New Jersey Barrier-Free Design regulations.
24. All existing and proposed uses on the site.
25. All wetlands on the property.

C. Additional Information

Any site plan submission must include the following reports, prepared by a licensed engineer, whenever appropriate.

1. A traffic study must be submitted for all projects involving more than 50 dwelling units, 100 parking spaces or 5 acres or where a traffic problem relating to the safety and convenience of the traveling public exists as determined by the County Engineer. A traffic study must include existing and proposed traffic flows, phased if the project is to be developed in stages,

a gap analysis, sight distance calculations, analysis of driveway or road intersections, and any other information required by the County Planning Board to determine if safe access can be provided.

2. Drainage study must be submitted for any project involving more than 10 acres, requiring a detention or retention storm water system or where an adverse drainage condition exists or will exist as determined by the County Engineer. A drainage study must include the impact of the proposed development on down-stream drainage structures, pre-development and post-development drainage calculations for a 100-year storm for a culvert or bridge and 25-year storm for other facilities, construction designs for any detention/retention basins, any proposed relocation or alteration of existing drainage swales or natural water flow or any other information required by the County Planning Board.

IV. DESIGN STANDARDS

A. General

The design of any site development shall conform to the proposals and standards contained in the adopted County Master Plan Right-of-Way Standards for County Roads or Official Map and the standards and requirements contained in this Resolution. The developer shall be required to pay for any improvements required by the County Engineer relating to drainage facilities, the safety and convenience of the traveling public, or other highway and traffic design features as may be deemed necessary on such county road or roads in accordance with the engineering and planning standards established in this Resolution.

B. Right-of-Way and Access

The right-of-way requirements for existing and proposed County roads shall conform to the standards contained in the adopted Right-of-Way Standards portion of the County Master Plan or Official Map.

Applicants for development of sites abutting existing County roads that do not conform to widths as shown on the adopted Right-of-Way Standards portion of the County Master Plan shall grant or dedicate a strip of land sufficiently wide so that the right-of-way from the existing center line equals one-half of the standard right-of-way. Where physical widening within the new right-of-way is required and existing County drainage structures are involved, the drainage structures shall be widened to conform to the required right-of-way width. The grant or dedication of the additional road right-of-way accompanied by a Title Policy shall be conveyed to the County in a form satisfactory to the County Counsel.

Where by reason of special or unusual conditions said total additional road right-of-way shall be reserved for future road widening rather than acquired, all building setbacks shall be measured from the limits of the reserved strip.

When a site development abuts a County road and the site also abuts a municipal road or proposed internal road, all access, both ingress and egress, shall be from the municipal or internal

road. When a site does not have an alternate point of access, a marginal service road or reversed frontage may be required where a site development has more than 1,000 feet of frontage on one side of a County Road.

Where a site development involves lands with frontage only on a County road, which due to its size, shape or other peculiar or unusual circumstances makes the provision of a marginal road or reverse frontage impractical or unnecessary, the site development shall have all driveways laid out so that it is possible to turn passenger vehicles on the lot. No site plan will be approved where it is necessary to back a motor vehicle onto the County Road.

Sites abutting Paterson-Hamburg Turnpike in Wayne Township where there is no alternate access shall have driveways which allow for right turns in and right turns out only.

The construction by the developer of any pavement required for the widening of County Roads between the existing pavement edge and the proposed curb line shall consist of 6-inch approved subbase material, 5-inch Bituminous Stabilized Base Course and 3-inch FA BC-2 Surface Course; all in compliance with the requirements of "Standard Specifications for Roads and Bridges of the County of Passaic".

C. Road Intersections

Where two County roads intersect, the right-of-way requirement shall be increased by twenty (20) feet on both roads for a distance of two hundred and fifty (250) feet from the intersection of the center lines.

New streets or roads intersecting a County road shall be at right angles for at least 50 feet back from the right-of-way line. This may be modified due to peculiar or unusual circumstances but in no case will intersections of less than 60 degrees (measured at the intersecting center lines of the two streets) be permitted.

The minimum practical grades shall be maintained on streets connecting with County Roads on the approach to the intersection. When any site includes a new or substantially reconstructed road intersecting with a County Road, the maximum grade differential on this road shall be 2%

for a distance of 50 feet from the right- of-way line.

The radii of curbs at intersections where either road or both roads are in the County Road System shall be no less than 20 feet or greater than 30 feet unless otherwise required by the County Engineer.

D. Driveways

The geometric design of a driveway connection to a County road should be governed by sound traffic engineering principles. Below are guidelines in preparing a geometric design, but deviation from them will be necessitated from time to time due to the many variables encountered in the course of preparing a design. The applicant should be aware therefore, that although the driveway layout may conform to these guidelines, conditions may dictate deviations from them and requirements of the County Engineer shall be final.

<u>Length of Site Frontage</u>	<u>Recommended Number of Driveways</u>
110 feet or less	1
111 to 800 feet	2
More than 800 feet	To be specified by the County Planning Board upon receipt of recommendation from the County Engineer.

1. Location of Driveways

All entrance and exit driveways to a County road shall be located so as to afford maximum safety to traffic on the County road.

Any driveway or driveway lane shall be so located as to permit the maximum possible sight distance measured in each direction along the County road; the measurement shall be from the drivers position of a vehicle standing on that portion of the driveway that is immediately contiguous to the traveled way or shoulder of the County road.

The minimum acceptable sight distance, based on vehicular design speed and road grade, is set forth in the Theoretical Sight Distance Calculation Manual prepared by the County Engineer from the following formula:

Theoretical Sight Distance Calculation

V = Vehicle Speed

P = Perception Time

f = Co-efficient of Pavement Friction - wet

G = Road Grade

PD = 1.47 (P) (V) = Perception Distance

$$BD = \frac{V^2}{30 (f + G)} = \text{Braking Distance}$$

$$SSD = 1.47 (P) (V) + \frac{V^2}{30 (f + G)} = \text{Stopping Sight Distance}$$

Where a site occupies a corner of two intersecting roads, no driveway entrance or exit shall be located within 20 feet of the point where the curb return of the street intersection and the curb line meet.

No part of any driveway shall be located within 10 feet of a side property line, however, a driveway serving two or more adjacent sites to be located on or within 10 feet of a side property line between the adjacent sites may be permitted. This provision shall not apply if it is in conflict with any municipal zoning ordinance.

No entrance or exit driveway shall be located on the following portions of a County road; on a bridge or culvert, on a rotary or traffic circle, on a ramp of an interchange, or within 20 feet of the beginning of any ramp or other portion of an interchange.

Where two or more driveways connect a single site to any one County road, a minimum clear distance of 50 feet measured along the right-of-way shall separate the closest edges of any two such driveways.

2. Driveway Grade

Driveways intersecting with a County road shall have maximum grades of no more than +/- 2% for 50 feet back from the right- of-way line.

3. Driveway Angle

Driveways shall intersect the County road at a horizontal angle as near to 90 degrees as site conditions will permit and in no case shall be less than 60 degrees unless acceleration and deceleration lanes are provided.

In all cases the angle of intersection of driveways with the County road shall conform to the requirements established by the County Engineer.

4. Driveway Openings and Aprons

The dimensions of curb cuts, aprons and driveway openings shall be designed to adequately accommodate the volume and type of vehicles anticipated to be generated by site development. Unless otherwise agreed to by the County Engineer, all curb cuts and driveway openings on to County roads shall be between 15 and 30 feet in width as measured at the right-of-way line.

Driveways intersecting with County roads shall have a preferred width of 15 feet for one-way traffic and 24 feet for two-way traffic.

Where curbs are provided at the intersection of a driveway and a County road, the curb radii shall be no greater than 30 feet or less than 15 feet.

E. Acceleration and Deceleration Lanes

A 300-foot long acceleration lane or 200-foot long deceleration lane may be required to accommodate safely and efficiently the traffic generated by a site. The width of the lane shall be 13 feet as measured from the existing edge of the pavement on the County road and the length shall be measured from the centerline of the new driveway. Acceleration and deceleration lanes shall be considered for the following uses:

- a) A residential use that requires or provides 200 or more parking spaces;
- b) A business or commercial use that occupies a site of more than 4 acres of land;
- c) An industrial, manufacturing or warehousing use that occupies a site of more than 15 acres of land; or
- d) Any use or combination of uses on the same site for which a total of 200 or more parking spaces are required or provided.

F. Special Turn Lanes

The construction of and/or the conveyance of land to the County for left turn lanes, jughandles, and overpasses may be required by the County Planning Board, with the approval of the County Engineer, under one or more of the following circumstances:

- a) Where an adopted County Master Plan or Official Map exists which shows the proposed location of jughandles and/or overpasses;
- b) Where a development is proposed that provides 200 or more parking spaces on the site; or
- c) Where in the interest of safety such special turning lanes are clearly necessary and are recommended by the County Engineer.

G. Curbing

Each land development requiring County site plan approval may be required to install curbs along the entire property frontage of the County Road in accordance with the standards and specifications set forth by the County Engineer.

Unless otherwise necessary due to special circumstances, any new curbing shall be located along the existing edge of pavement on the County road . As far as possible new curbing shall be installed to match what is established or existing in the area.

Curbing at Driveway Openings

- a) If the driveway serves a facility having less than 50 parking spaces, a depressed curb driveway shall be used.
- b) Where a proposed driveway is to serve any land development providing 50 or more parking spaces, curbing need not be carried across the driveway opening as a depressed curb, rather it may' be swept back as curb returns as in the case of a street intersection if acceptable to municipal authorities.

In cases where curbing is not to be located at the existing edge of pavement, the developer shall install paving in the area between the edge of existing pavement and the new curb.

H. Sidewalks

Each development shall provide a sidewalk within the County right-of-way if such is required by any zoning, subdivision, site-plan or other ordinance of the municipality in which the development is located. Where no local ordinance requires a sidewalk, the County Planning Board may require the installation of a sidewalk in the County right-of-way in order to protect pedestrian traffic while facilitating the movement of vehicular traffic.

I. Right-of-way Encroachment

No part of the County road right-of-way may be used in the conducting of a private business or for any other non-public purpose. The County road right-of-way is to be kept clear of buildings, sales or merchandise displays, landscaping other than grass, off-street vehicular parking areas, servicing of vehicles, service equipment and/or appurtenances thereto.

J. Signs

Directional , Regulatory and Advisory Signs and Pavement Markings

--to facilitate the safe and efficient movement of traffic into and out of a site, the County Planning Board may, as a condition of the site plan approval, require the installation of specified directional, regulatory or advisory signs and/or pavement markings at designated locations on the site or the County right-of-way. Such signs shall be in conformance with the Manual on Uniform Traffic Control Devices of the USDOT or as required by the County Engineer.

Advertising Signs

No advertising sign, device or marking shall be erected on or overhang a County right-of-way. Advertising signs which revolve, move, flash or give the illusion of movement shall be limited to areas where they would not create a traffic safety problem.

K. Off-Street Parking and Loading Areas

Off-Street parking

Each land development subject to County site plan approval shall provide on its lot the number of off -street parking spaces required by any zoning, subdivision, site plan or other ordinance of the municipality in which the land development is to be located.

- a) Off-street parking areas shall be designed 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 20 feet of the right-of-way line of the County road.
- b) Off -street parking areas shall be so designed as to perm it all vehicles to turn around or drive through on the site. Parking spaces designed so that vehicles back out directly onto the County road are prohibited.
- c) No required off-street parking space including adjacent parking access lanes or maneuvering space shall be located within the existing or proposed right-of-way of the County road.
- d) Handicapped parking 'spaces as required by the State Barrier- Free Design Regulations shall be located so as to provide for safe and efficient access.

Off-Street Loading Areas

Each land development subject to County site plan approval shall provide any off-street truck loading or unloading spaces required by local zoning, subdivision, site plan or other ordinances.

- a) No part of any off-street truck loading or unloading space shall be located within the right-of-way of the County road including the sidewalk area.
- b) Off-street truck loading and unloading spaces shall be located and designed so as to permit any truck to maneuver from a driveway into and out of such space without encroaching upon any portion of a County road right-of-way.
- c) Off-street truck loading and unloading spaces shall be designed so that trucks do not back into the site from or out of the site on to a County road.

L. Drainage

Each site plan submitted to the County Planning Board shall be reviewed by the County Engineer to establish requirements to prevent an adverse drainage condition relating to a County road or a County drainage facility. In order to facilitate the review of the proposed drainage system the design calculations shall accompany the site plan. Drainage systems under the control of the municipality shall be designed in accordance with municipal standards.

General Basis for Calculations

In computing runoff for drainage basins less than 1 square mile in area, the rational formula shall be used in which $Q = CIA$ where;

Q = peak flow in cubic feet per second

C = runoff factor

I = intensity of rainfall in inches/hour

A = watershed area in acres

In computing runoff for drainage basins which are greater than 1 square mile in area, the standard New Jersey State method known as "Magnitude and Frequency of Floods in New Jersey With Effects of Urbanization" or the Soil Conservation Service Method as described in Technical Release Manual Number 55 shall be used.

(a) Rainfall Intensity (I)

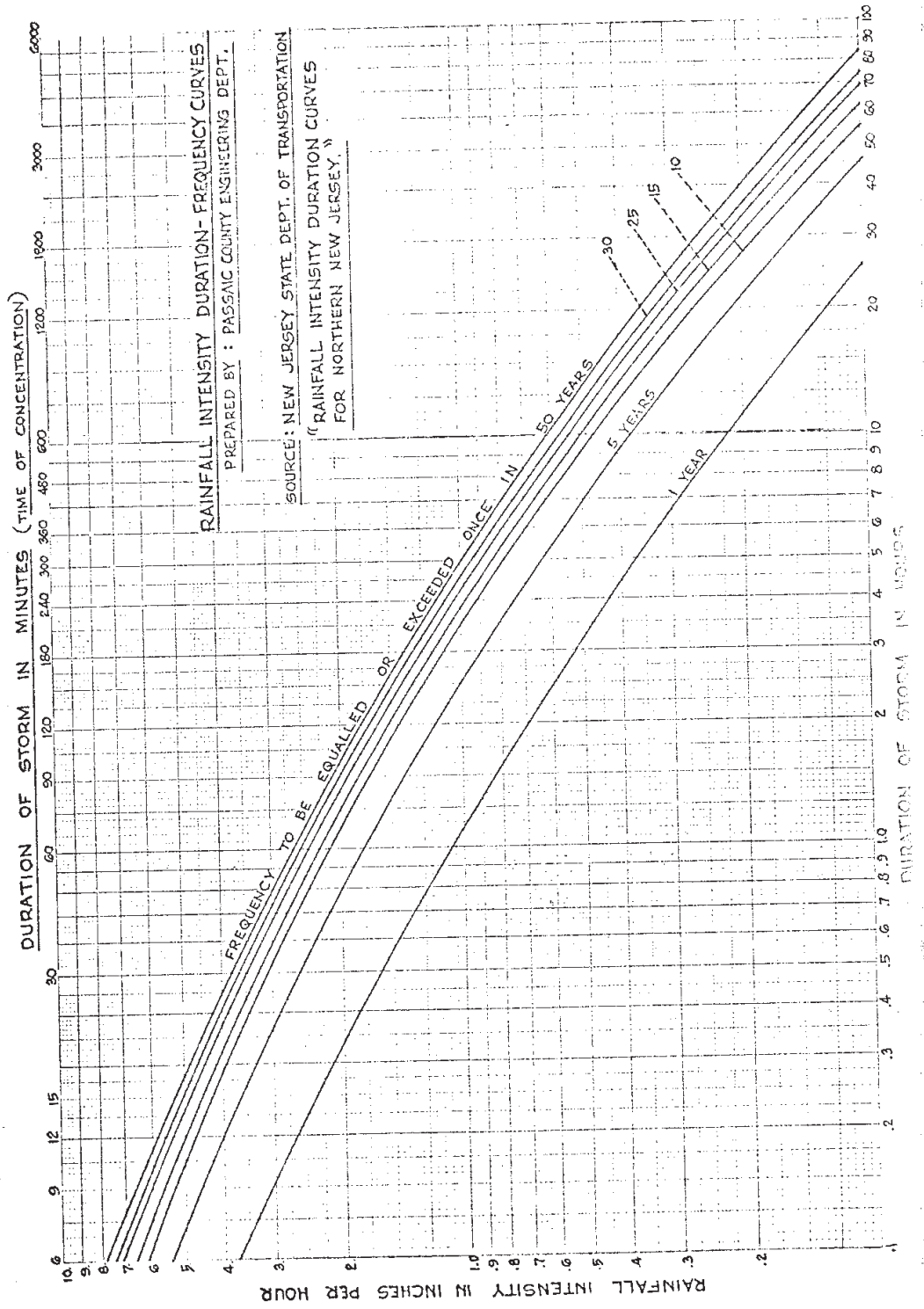
For the purpose of sizing culverts and bridges on open streams a 100-year storm frequency will be used. For all other drainage facilities, a 25-year storm frequency will be used unless otherwise directed by the County Engineer. Time concentration, TC, shall be defined as the flow time from the most remote point in the drainage basin to the point in question. The time of concentration, TC may be taken from the accompanying nomograph chart Nomograph for the Calculation of "To"-prepared by the New Jersey Highway Authority-Garden State Highway Authority-Garden State Parkway, revised December 20, 1971.

Note, TC and TO are the same, the Overland Flow Time. Rainfall intensity may be taken from the accompanying chart, "Rainfall Intensity Duration Curves for Northern New Jersey, or by use of the formula:

$$I = \frac{55.75}{(TC / 13)^{0.736}}$$

(b) Runoff Determination

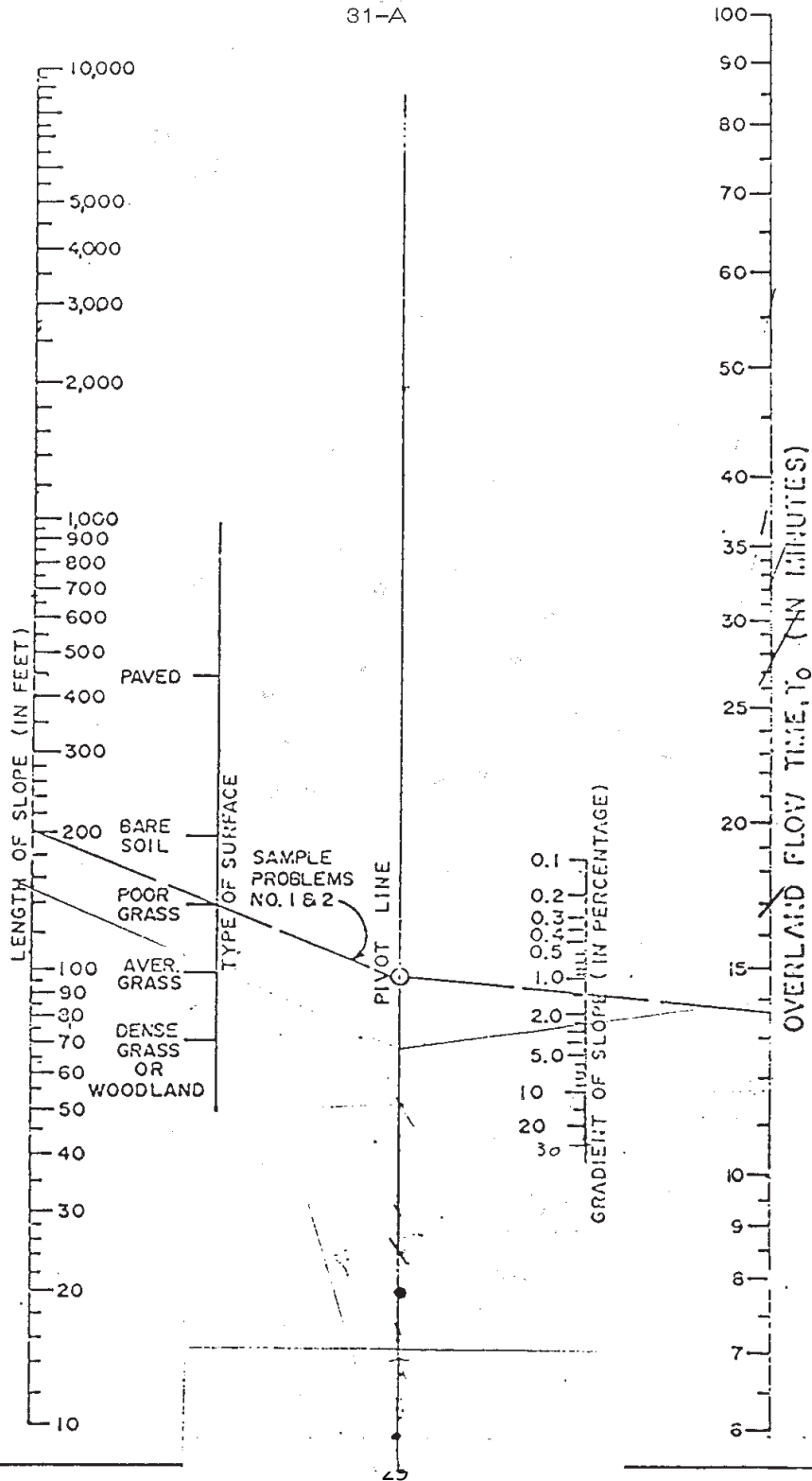
In setting the value of the runoff coefficient "C" consideration will be given to the physical features of the drainage basin and the County Planning Board's estimate of its future development. Due consideration will be given to municipal zoning ordinances by the County Planning Board in estimating the future density of development of the drainage basin. In general the value of the runoff coefficient "C" will be as follows:



Nomograph For The Calculation Of "T₀"

(NEW JERSEY HIGHWAY AUTHORITY - GARDEN STATE PARKWAY, 1952)

31-A



Classification	Coefficient of Runoff
Single Family (120,000 square feet and above)	0.35
Single Family (40,000 to 119,000 square feet)	0.40
Single Family (20,000 to 39,000 square feet)	0.45
Single Family (10,000 to 19,999 square feet)	0.50
Single Family (under 10,000 square feet)	0.60
Multi Family	0.70
Commercial, Office Building and Research Laboratories	0.80
Industrial - Urban	0.90
Industrial Parks	0.80
Conservation (Forest)	0.30
Resort Area	0.40
Park Land, Cemeteries	0.40
University District	0.60
Paved Parking Lots	0.90
Roadways	0.90

(c) Pipe Line and Open Channel Hydraulics

All storm sewers shall serve two major functions:

- 1) To carry the maximum discharge for which it is designed.
- 2) To transport suspended solids in such a manner that deposits in the sewer are kept to a minimum.

Design Formula

Sewers shall be designed using the Manning Formula for flow in pipes.

- 1) Pipes shall be considered "flowing full" at maximum capacity.
- 2) Minimum design velocity at "flowing full" condition shall be three (3) feet per second.
- 3) Friction factor "n" shall be 0.015 for circular cross-section, non-porous concrete pipe. Other cross-sections or pipe materials shall have commensurate friction factors as may be approved by the Engineer.

Line Transitions

In 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, catch basins, or other accessible structures designed for one or more of these purposes. In forty-eight (48) inch pipe lines and larger, vertical and horizontal deflections may be accomplished using one hundred (100) foot radius curves or greater. Curved pipe should be avoided and manholes constructed at the bend points.

Open Channel Flow (Ditches)

- 1) Permissible Design Velocities (feet per second).

<u>Excavation Material</u>	<u>Velocity</u>
Fine sand to firm loam	2.5 to 3.5
Stiff clay to hard pan	3.75 to 6.0
Concrete lined ditch	15

Velocity shall be controlled by use of check dams or ditch banks shall be protected by use of sod, rip rap, or paving as design velocity dictates.

2) Discharge Flow

Manning Formula

3) Value of "n" - Manning Formula

.015 - Best concrete lined ditch

.025 - Best unlined ditch

.03 to .15 - Fair to poor natural streams and water courses.

(d) Layout of Storm Sewer Systems

1. Inlet spacings shall not exceed three hundred fifty (350) feet maximum for both manholes and drop inlets or a design inlet flow of 6.0 cfs, whichever condition shall be more stringent. Access manholes shall be spaced at five hundred (500) foot intervals (maximum) through rights-of-way and at sewer junctions where there are no catch basins.
2. "Dish" street intersections are not permissible. Sufficient catch basins shall be installed at each street intersection to avoid gutter overflow and at low points in the street grade.
3. Pipe used shall be circular reinforced concrete pipe Class I II Wall B unless otherwise directed by County Engineer and laid with not less than two (2) feet depth to cover over top of pipe wherever possible.
4. Any main line in any storm drainage construction on a County highway shall have a minimum diameter of 18 inches.
5. All curb face heights shall be 8" unless directed otherwise by the Engineer.
6. Ends of pipe starting or terminating in an open ditch shall have suitable headwalls, these headwalls to be designed in compliance with Standard Design Practices.
7. All construction work and materials to be used in connection with storm drainage system constructed on County Highways shall not only comply with the N.J. State Standard Specifications for Road and Bridge Construction 1961 and as

amended but any A.S.T.M. Standards which are applicable. The developer will be required to furnish certification of approval of all materials used from some approved testing laboratory.

(e) Detention and Retention Basins

The County Engineer, at his discretion, may require the applicant to provide detention and/or retention facilities if the County's drainage system is inadequate or would be adversely affected by the increased storm runoff from the proposed development. Said facility shall be designed to acceptable engineering standards. However, the County of Passaic will not be responsible for the construction or maintenance of any required facility.

- (f) The applicant shall provide existing and future calculations based on the respective 25-year or 100-year storm as previously stipulated. If the storm runoff is to be connected to any County facility, an analysis of the proposed drainage impact upon the County's system must be computed and addressed.

1. New Culverts and Bridges

The County may assume responsibility for the future maintenance of culverts or bridges on new public roads within developments when recommended by the County Engineer and approved by the Board of Chosen Freeholders prior to construction, subject to the following conditions:

- (a) The drainage basin upstream of proposed bridge or culvert exceeds one half (1/2) square mile (320 acres) in area, then the developer will make application to the Department of Environmental Protection for Stream Encroachment Permits.
- (b) Application has been made and a permit issued by the N.J. Division of Water Resources for the proposed structure.
- (c) The structure is designed to carry A.A.S.H.O. H20-44 loading.
- (d) All bridges and culverts shall be constructed 5 feet wider than a proposed roadway width on any street or highway where a bridge or culvert is to be constructed.
- (e) Plans and specifications of proposed structure to be submitted to and receive approval of the County Engineer, together with approval of the Department of Environmental Protection for water way opening. The developer shall submit

boring lots for subsurface conditions and the holes bored shall not be less than 40 feet in depth unless there is absolute refusal during the boring operation.

- (f) Notification of commencement of construction so that periodic inspections can be made by the County.
- (g) Final inspection by the County Engineer and certification by Municipal Engineer that the construction is in accord with the approved plans and specifications as approved by the County Engineer. All construction methods and materials used shall comply with the N .J. State Standard Specifications for Road and Bridge Construction 1961 for Roads and Bridges together with Specifications of A.S.T.M. where applicable. All materials used in the construction of any culvert or bridge shall be certified by an approved testing laboratory.

2. Existing County Bridges and Culverts on Roads to be Widened in Connection with Site Plans

Where developer's frontage includes both sides of stream and the existing structure has adequate waterway area and is not scheduled for early replacement by reason of structural inadequacy, the developer shall widen culverts where required by the County Engineer to full width of proposed right-of-way and bridges to width of future pavement plus ten (10) feet for sidewalks. Plans for proposed work shall have the approval of the N.J. Division of Water Resources and the County Engineer. The County Engineer upon approving plans will set the amount of bond to be posted to guarantee the satisfactory completion of the work.

In cases where developer's frontage includes only one side of a stream and the structure is scheduled for early replacement for hydraulic or structural reasons, or is of such construction that widening of the existing structure is impractical in the opinion of the County Engineer, or has been widened in the past to accommodate the future pavement width the developer shall make a cash payment sufficient to cover the cost of the improvement. This cost will be determined by the County Engineer using current competitive bid prices for the units involved.

3. Bridges and Culverts Downstream of Project

All projects, except residential subdivisions of three or less lots involving no addition of pavement, situated in a drainage basin of less than one (1) square mile (640 acres) or involving more than 20% of the existing drainage basin, regard less of size, above an existing County Bridge or culvert will be considered to directly increase the hydraulic requirements of these structures.

When the County Planning Board finds that a project situated in a drainage basin as above defined, would create an adverse drainage condition to a County drainage structure, or that such project lies in a drainage basin for which drainage facilities have previously been installed or altered under the provisions of this resolution in order to correct a previously existing adverse drainage conditions, the developer will be required to pay a proportion of the cost of correcting the condition. The proportion of the cost of such facilities to be paid by a developer whose proposed land development would drain into such facility will be equal to the proportion that the acreage of the proposed land development bears to the acreage of the entire drainage area when fully developed, based upon a reasonable assumption of future density of development of the basin. The County Engineer shall in behalf of the Planning Board perform all calculations of storm runoff based on consideration of the physical features of the basin and the County Planning Board's estimate of future development in the drainage basin.

The cost of the drainage facility installation or alteration will be the estimated cost of installing the new facility as calculated by the County Engineer, plus 15% for contingencies. In cases where the payment is to be made toward the cost of facilities previously installed or the cost of the previously performed alterations, the actual cost of the work performed will be used in place of an estimated cost.

Regardless of any other provision of this resolution, the developer will not be financially responsible for any part of existing drainage facilities for which payment in full has previously been made for such part of such facilities to the County or other developers in the same drainage basin.

4. Drainage Systems on County Roads

- a) Adequate drainage facilities shall be required relating to County roads where a land development would create an adverse drainage condition as a result of the construction of the development. The cost of this drainage system, if required, is to be the full obligation of the developer.
- b) When a drainage system or any part thereof is proposed in connection with a land development which relates to a County Road and additional capacity is necessary to accommodate anticipated additional storm water runoff from the future development of other areas tributary to the drainage system the following procedure shall be followed:
 - i. The capacity and design of the drainage system to accommodate storm water runoff from the development shall be determined by the developer's engineer and submitted for approval by the County Engineer. The hydrologic computation shall be calculated in accordance with the requirements as set forth on Item M (1) - General Basis for Calculations.
 - ii. The capacity of the enlarged system to provide for the land development and areas outside of the development tributary to the drainage system shall be determined by the County Engineer. The plans of the system shall be prepared by the developer's engineer and the estimated cost of the enlarged system calculated by the County Engineer. The developer shall make a payment to the County in lieu of the installation of the drainage system related to the County Road based on the system required by his land development.
 - iii. The County shall provide the additional funds required for the enlarged system and assume the responsibility for the construction of the drainage system.
 - iv. When land developments occur which are tributary to a drainage system which has been enlarged by the County, the developer shall make a payment to the County based on the proportion that the acreage in his development is of the total acreage served by the system times the actual construction cost of the system.
 - v. Drainage Easements - In lieu of providing any required drainage easement exterior to the land development relating to County Road drainage, the County Planning Board may accept a cash contribution to cover the cost or part thereof of said drainage easement if the developer cannot secure it at a fair price.

V. STANDARDS AND CRITERIA FOR ADJUSTING OR WAIVING REQUIREMENTS

Any land development with less than three hundred (300) feet of frontage on a County Road which in the opinion of the County Engineer would result in a hazardous traffic condition because of the limited improvement to the County Road may make payment to the County of Passaic of an amount equivalent to the cost of improvements required under this resolution as calculated by the County Engineer based on the standards and specifications for improvements contained in this Resolution.

In cases where a County Road is scheduled for improvement under the Capital Improvements Budget and the improvement will result in a change in alignment or profile of the road which would destroy the improvements undertaken in connection with this land development, the developer may contribute monies in lieu of all or part of the improvements required under this Resolution. The payments shall be calculated by the County Engineer and based on the standards and specifications for improvements contained in this Resolution.

Upon determination by the Planning Board that there exist exceptional topographic conditions or other extraordinary and exceptional situations relating to the physical condition of the land being developed that make full compliance with the requirements of this Resolution physically impossible, the Planning Board may modify the above standards in their application to the land in question provided that it is the finding of the Planning Board that such modification does not endanger the public health, safety or welfare.

In the case of a site plan for the modification, upgrade or expansion of a developed site where the existing improvements on the site are not in conformance with current County design and safety standards as defined in this Resolution, the Planning Board at its sole discretion may allow the applicant to enter into an indemnification agreement with the County in lieu of requiring that the site be brought into compliance with current County design standards as defined in this Resolution as a condition of site plan approval. Prior to the Board's consideration of a request by an applicant to enter into an indemnification

agreement, the applicant must provide to the County Planning Board a copy of the municipal site plan approval resolution or other communication from the municipal planning board or board of adjustment indicating that the municipal board will grant waivers from conformance with current municipal design standards. Nothing in this paragraph shall be construed as a weakening or abrogation of any County design or safety standards as set forth in this Resolution.

VI. VALIDATION

A. Validity

If any section, subsection, paragraph, clause, phase or provision of this Resolution shall be adjudged invalid or held unconstitutional such adjudication shall not affect the validity of this Resolution as a whole or any part or provision hereof other than the part so adjudged to be invalid or unconstitutional.

B. Repeal of Conflicting Resolutions

All resolutions or parts of resolutions which are inconsistent with the provisions of this resolution are hereby repealed to the extent of such inconsistency.

VII. FEE SCHEDULE

The following fees shall be charged for the review of site plans within Passaic County through December 31, 2006:

Residential Site Plans: \$600.00 plus \$20.00 per new dwelling unit up to a maximum review fee of \$7,500.00. Non-residential Site Plans: \$600.00 plus \$10.00 per new parking space up to a maximum review fee of \$7,500.00

On January 1, 2007 and every three years thereafter, the fees charged for the site plans within Passaic County shall be adjusted for inflation based on the Consumer Price Index for urban consumers in New Jersey. The adjustment for fees of \$50.00 or more shall be in increments of \$25.00. The adjustment for fees less than \$50.00 shall be in increments of \$1.00.

- These fees shall be charged for new submissions, as defined in Section I (25), only. There shall be no charge for revised plans.
- All fees must be paid by check or money order made payable to the County of Passaic. No cash will be accepted.
- Checks returned by the bank must be made good by a certified check within five working days. Failure to make good such a check will result in denial of the application and revocation of the certificate of completeness.
- There shall be no application fee for governmental and not-for-profit organizations. There will be a processing fee of \$100.00 charged for each application by a not-for-profit organization.
- Separate application forms and fees shall be submitted for subdivisions and site plans on the same property even if they are being reviewed simultaneously.
- Fees charged represent the cost to the County of doing the review and are not a guarantee of approval. There shall be no refund of fees if an application is subsequently denied, withdrawn or the scope of the project changed.
- A renewal fee of \$250.00 shall be charged for projects which have not received an unconditional Passaic County Planning Board approval within one year of the date of receipt of a complete application by the Passaic County Planning Department.

VIII. CORRIDOR ENHANCEMENT PROGRAM

A. PASSAIC COUNTY CORRIDOR ENHANCEMENT DISTRICTS

For all site plans which come under County Planning Board jurisdiction and are located on a County Road, the applicant shall be required to make a contribution equal to \$20 per linear foot of frontage on the County Road to the Corridor Enhancement Fund for the District in which it is located except that the contribution shall be reduced to \$250 for site plans which are for signage only, for site plans which are for utility upgrades only and for site plans which are for a change of use with no interior or exterior structural changes only and except that contributions shall be reduced to \$250 for site plans which are for antennas attached to existing structures and related

facilities only. All funds received shall be used in conformance with the Corridor Enhancement Plan element of the Passaic County Master Plan for enhancements to the County right(s)-of-way and on properties fronting the County right(s)-of-way in that District or for area-wide planning. Each town in Passaic County shall be considered a separate District. For site plans in two districts, the contribution to each district shall be proportionate to the amount of frontage in each district.

B. PATERSON-HAMBURG TURNPIKE TRANSPORTATION IMPROVEMENT DISTRICT

For all site plans which come under Passaic County Planning Board jurisdiction, which are located on or within 1/4 mile of Paterson-Hamburg Turnpike and for which a traffic study is required, the applicant shall make a contribution proportionate to the percentage of traffic their project will contribute at each intersection to the Paterson-Hamburg Turnpike Transportation District Fund. The contribution shall be based on either the estimated cost of improvements for each intersection as reported to the Passaic County Planning Board by the Passaic County Planning Director on a yearly basis and published on the County website or the actual cost of improvement for any intersection for which there have been improvements in the five years preceding the date the application was received.

The Paterson-Hamburg Turnpike Transportation Improvement District covers all of Paterson-Hamburg Turnpike within the Township of Wayne and includes but is not limited to the intersections of Paterson-Hamburg Turnpike with Terhune Drive, Dawes Highway, Black Oak Ridge Road, Jackson Avenue, Alps Road, Berdan Avenue, Church Lane, Valley Road, Oldham Road and Ratzer Road/Pompton Road.