

LAND DEVELOPMENT

240 Attachment 3

SCHEDULE C

**Checklist Requirements for Appeals Pursuant to N.J.S.A. 40:55d-70a;
for Ordinance or Map Interpretations or
Special Questions Pursuant to N.J.S.A. 40:55d-70b;
for Variances Pursuant to N.J.S.A. 40:55d-70c and 70d;
for Planning Variances Pursuant to N.J.S.A. 40:55d-34 and 36;
and for Conditional Uses**

1. APPEALS AND APPLICATIONS FOR ORDINANCE AND MAP INTERPRETATIONS.

A. Where an application constitutes an appeal pursuant to N.J.S.A. 40:55D-70a or for ordinance and map interpretations pursuant to N.J.S.A. 40:55D-70b, applicant shall submit the following:

- (1) Any documentation, forms, or correspondence which explains the nature of the appeal or interpretation.
- (2) A graphic or written description of the area surrounding the subject property.
- (3) A statement or legal brief which clarifies the position of the applicant.
- (4) A map prepared by a professional architect, engineer, planner or surveyor which clarifies in sufficient detail the nature of the appeal or interpretation containing the following information at a scale not less than one inch equals 50 feet, that shall show all properties within 200 feet of the subject properties and shall include:
 - (a) North arrow giving reference meridian.
 - (b) A metes and bounds description.
 - (c) Acreage of affected parcel to the nearest hundredth of an acre.
 - (d) Title block containing name of applicant, preparer, lot and block numbers, date prepared, date of last amendment and zoning district.
 - (e) Location, names and widths of all existing and proposed streets on the property and within 200 feet of the tract.
 - (f) Location, type and dimensions of existing easements or rights-of-way including power lines.
 - (g) Critical areas as defined in § 240-4 of Chapter 240.

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- (h) Location of existing structures and their setbacks from existing and proposed property lines.
 - (i) Location of the proposed structure or change, showing the front, rear and side yard dimensions.
 - (j) Zoning district in which parcel is located, indicating all setbacks, lot coverage, height, floor area ratio, and density, both as to required and proposed. Indicate the above written and graphically.
 - (k) Location, arrangement and dimensions of parking area, driveway or service areas, if any.
 - (l) Names, block and lot numbers of owners within 200 feet of subject property.
 - (m) Location of all buildings on all adjoining properties (including setbacks).
- (5) The names and addresses of all property owners or such entities entitled to notice of hearing.

2. FOR VARIANCES UNDER N.J.S.A. 40:55D-70c and 40:55D-70d.

- A. All information as specified in Section 1 of Schedule C.
- B. A description of the alternatives that were considered.
- C. A statement or legal brief which clarifies why the variance should be granted and specific hardship, special reasons or other factors justifying the grant of a variance.