

LAND USE AND DEVELOPMENT

220 Attachment 16

**COMPLETENESS CHECKLIST
for
- APPEAL OF DECISION BY ZONING OFFICER -**

Notice To Applicants: This form must be completed and returned to the Administrative Officer when an Appeal of Decision by Zoning Officer Application is filed with the Zoning Board of Adjustment. The applicant is required to address all items set forth on the Completeness Checklist. Failure to address each item will result in the application being deemed incomplete. *(Please type or print clearly.)*

Applicant:

Owner:

Project:

Location:

Block: _____ **Lot(s):** _____

Street Address: _____

Signature of person who prepared Checklist

Date

(Please TYPE or PRINT) Name and Title of person who prepared Checklist

For Zoning Board Use Only:

ZB#: _____ **Date Received by Board:** _____

MARLBORO CODE

APPEAL OF DECISION BY ZONING OFFICER APPLICATION	PROVIDED OR SHOWN	WAIVER REQUESTED
I. GENERAL REQUIREMENTS		
Submission of completed Application Form and Checklist(s) (18 COPIES) .	<input type="checkbox"/>	<input type="checkbox"/>
Payment of escrow fees and administration fees.	<input type="checkbox"/>	<input type="checkbox"/>
Certification from the Tax Collector that all taxes and assessments are paid to date.	<input type="checkbox"/>	<input type="checkbox"/>
Submit a copy of the decision of the Zoning Officer by which the applicant feels aggrieved and from which the applicant requests relief.	<input type="checkbox"/>	<input type="checkbox"/>
Submission of plats, plans or survey of property (18 sets) as necessary to show the relief which is requested by the applicant. All plans submitted to the Board shall be signed and sealed by a N.J.P.L.S., N.J.P.E., N.J.P.P., N.J.R.A. or N.J.C.L.A. as required and folded into eighths with title block revealed.	<input type="checkbox"/>	<input type="checkbox"/>
II. PLAT DETAILS		
The applicant shall submit to the Board whatever plans are necessary to show the proposed construction which is proposed by the applicant and for which the Zoning Officer has issued a decision contrary to that requested by the applicant.	<input type="checkbox"/>	<input type="checkbox"/>
The applicant shall provide to the Board a written statement which sets forth the facts regarding the matter before the Board and which details the reasons for which he is requesting relief from the decision of the Zoning Officer.	<input type="checkbox"/>	<input type="checkbox"/>