

LAND USE AND DEVELOPMENT

60 Attachment 22

Pittsgrove Township Development Regulations Ordinance
Checklist

Schedule "I" - Variance Application
[Amended 12-8-2009 by Ord. No. 15-2009]

Instructions: Fill in the name of the applicant or the development and date below. Then within the column of brackets at left place the appropriate letter that corresponds to the status of the item requested. An application shall not be considered complete until all the materials and information specified below have been submitted and determined to be complete by the Land Use Board.

Name of Applicant or Development _____ **Date:** _____

C - Complete I - Incomplete NA - Not Applicable WR - Waiver Requested

Applicant's Response	Official Use Only
<input type="checkbox"/> The number of separately folded copies required by Checklist Schedule "A" of a plan or plat of the property involved drawn at a suitable scale to enable the entire tract to be shown on one sheet and shall show the following items:	<input type="checkbox"/>
<input type="checkbox"/> 1. A key map with North arrow showing the entire development and its relation to surrounding areas at a scale of not less than one inch equals 2,000 feet.	<input type="checkbox"/>
<input type="checkbox"/> 2. The Township Tax Map sheet, block and lot numbers for the tract and all adjacent lots, title, graphic scale, date of original drawing and the date and substance of each revision.	<input type="checkbox"/>
<input type="checkbox"/> 3. Name and address of the owner and person preparing the plat or plan. If the owner is not the applicant, then the interest of the applicant and owner's signed consent to the filing of the application.	<input type="checkbox"/>
<input type="checkbox"/> 4. The names of all adjoining property owners and property owners within 200 feet of the property involved as disclosed by the most recent tax records.	<input type="checkbox"/>
<input type="checkbox"/> 5. The classification of the zoning district in which the property is located. If the property is in more than one zoning district, the plat shall indicate all the zoning district lines. All front, side and rear setback lines shall be shown.	<input type="checkbox"/>
<input type="checkbox"/> 6. The legal description and street address, if any, of the subject property, its entire acreage and the acreage of the area(s) involved in the variance application.	<input type="checkbox"/>
<input type="checkbox"/> 7. All existing and proposed on-tract buildings, structures, and other facilities and improvements (including fences, sheds, bridges, sidewalks and drainage facilities) or parts thereof, with notations as to their respective existing and proposed uses; all existing off-tract buildings,	<input type="checkbox"/>

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Applicant's Response

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structures, and other facilities and improvements (including fences, sheds, bridges, sidewalks and drainage facilities) or parts thereof within 200 feet of the tract or tracts that are the subject of the application; all on-tract wooded areas; all off-tract wooded areas within 200 feet of the tract or tracts that are the subject of the application; and all on-tract trees having a diameter of 15 inches or more measured three feet above ground level.

[] 8. All streams, lakes and drainage rights-of-way within the limits of the property and within 500 feet thereof, including the location, width and direction of flow of all streams, brooks and drainage structures; existing natural or man-made features to be removed or relocated; flood hazard area and floodway lines, steep slopes in excess of 5%, including the location of all previously dedicated areas, whether accepted or not. []

[] 9. The location of any and all wetland areas and required wetlands transition areas or buffers within the proposed development as required under the "Fresh Water Wetlands Protection Act Rules" - N.J.A.C. 7:7A, New Jersey Department of Environmental Protection; or letter of interpretation from the NJDEP indicating that the proposed activity within the property requires no wetlands permit or delineation. An applicant may request a waiver from this submission requirement by providing a signed certification by a New-Jersey-licensed professional surveyor confirming that:
a. The certifying New Jersey-licensed professional surveyor has personally visited the subject property and conducted a site investigation as necessary to determine that there are no wetlands or transition areas on the subject property.
b. The certifying New Jersey-licensed professional surveyor has examined the subject property on a national wetlands inventory map.
c. The certifying New Jersey-licensed professional surveyor has reviewed the soils on the subject property as set forth in the Salem County Soil Survey Map as issued by the United States Department of Agriculture.
d. The certifying New Jersey-licensed professional surveyor has certified that there are no wetlands or wetland transition areas on the subject property. []
e. A copy the applicable wetlands map and soils map of the site involved, as well as a calculation of the acreage of wetlands and uplands for each existing and proposed lot shall be submitted in uplands for each existing and proposed lot shall be submitted in the event wetlands are located on the site. []

[] 10. All existing streets, roads, easements and rights-of-way within and []

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adjoining the property involved, with existing right-of-way widths clearly indicated and as proposed in the Township Master Plan. Existing and proposed driveways or other entrances onto a public street. Street names, existing sight triangles or other easements and their purpose shall be shown.	
<input type="checkbox"/> 11. The location and width of all existing or proposed utility easements on the property.	<input type="checkbox"/>
<input type="checkbox"/> 12. The location of any existing or proposed open space or recreational areas within or adjacent to the lot involved.	<input type="checkbox"/>
<input type="checkbox"/> 13. The location of any municipal boundary lines within 200 feet of the property.	<input type="checkbox"/>
<input type="checkbox"/> 14. Copy of and plan delineation of any existing or proposed deed restriction(s).	<input type="checkbox"/>
<input type="checkbox"/> 15. Copy of and plan delineation of any existing or proposed easements or lands reserved or dedicated to public use or protective covenants.	<input type="checkbox"/>
<input type="checkbox"/> 16. The identification of all abutting land that is currently assessed as qualified farmland under the New Jersey Farmland Assessment Act.	<input type="checkbox"/>
<input type="checkbox"/> 17. Contours at two-foot intervals for slopes averaging 5% or greater and one-foot contours for slopes less than 5%.	<input type="checkbox"/>
<input type="checkbox"/> 18. A grading plan showing existing and proposed spot elevations based upon the United States Coastal Geodetic datum at the building corners of the building envelope, center lines of all abutting roads, top and bottom curbs, property corners, gutters, and other pertinent locations.	<input type="checkbox"/>
<input type="checkbox"/> 19. A statement as to all requirements for which variance relief is being sought, together with a statement of reasons why each variance should be granted pursuant to N.J.S.A. 40:55D-70 or other applicable statute.	<input type="checkbox"/>