

APPENDIX E, ARTICLE III

Checklist

Application for Approval of a Variance Pursuant to NJSA 40:55D-70(d)

Where Site Plan Approval is Not Required

Important: Each item must be marked Submitted, Not Applicable or Waiver Requested

No.	Item	Submitted	Not Applicable	Waiver Requested
1	A completed application form and checklist.			
2	A certificate from the tax collector indicating that taxes are paid.			
3	All required application and escrow deposit fees.			
4	Names and addresses of property owners within 200' of the subject property, as disclosed by current tax records and identified by block & lot numbers.			
5	A plot plan or survey accurately depicting the entire subject property and all existing buildings, structures, driveways, patios, etc.			
6	Sketch of all proposed improvements on the plot plan or survey, with dimensions of improvements and distances to property lines.			
7	Additional information on the plot plan or survey relating to parking, landscaping or buffering, if required.			
8	Calculations of existing & proposed lot coverage percentages.			
9	Architectural sketches (floor plan and elevations) of the proposed improvements.			
10	Photographs of the property in the location of the proposed improvements.			
11	A wetlands delineation or wetlands absence determination prepared by a qualified consultant and verified by a letter of interpretation from the New Jersey Department of Environmental Protection, if required pursuant to Section 21-14.1.a.			
12	The locations of percolation tests and a copy of the written approval of the tests and locations from the Bernards Township Health Department, if the application involves a new dwelling and sewage disposal is to be handled by an individual septic system.			
13	Delineation of riparian zones in accordance with Subsection 21-14.4.			
14	Contribution Disclosure Statement, pursuant to Section 21-7A.			
15	Existing topography, proposed grading, and proposed stormwater infiltration measures in accordance with §21-42.11.b.1, shown on the plot plan or survey, if 1,000sf or more of new impervious area is proposed.			