

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	Delineations of existing and proposed stream buffer conservation areas and stream buffer management plans, if required pursuant to Section 21-14.4.b.			
14	Contribution Disclosure Statement, pursuant to Section 21-7A.			
15	Existing topography, proposed grading, and proposed stormwater infiltration measures in accordance with §21-42.1.f.2(b), shown on the plot plan or survey, if 1,000sf or more of new impervious area is proposed.			