

**White Township, Warren County
Variance Checklist**

Details Required for a Variance Application

<u>Applicant</u>	<u>Township Review</u>
_____	_____ Application Form (20 completed copies).
_____	_____ Plats or Plans (20 folded copies) signed and sealed by a N.J.P.L.S. or N.J.P.E., as required, and folded into eighths with title blocks revealed or as otherwise approved by the Board Engineer.
_____	_____ Scale of not less than 1" = 100' on one of four of the following standard sheet sizes ("8 1/2 x 14"; "18 x 24", "24 x 36", "36 x 48").
_____	_____ Key map at less than 1" = 1,000'.
_____	_____ Title block.
_____	_____ Name of development, White Township and Warren County.
_____	_____ Name, title, address and telephone number of applicant.
_____	_____ Name, title, address and license number of the professional or professionals who prepared the plot or plan.
_____	_____ Name, title and address of the owner or owners of record, if different from applicant.
_____	_____ Scale (written and graphic).
_____	_____ Date of original preparation and of each subsequent revision thereof and a list of specific revisions entered on each sheet.
_____	_____ Acreage figures (both with and without areas within public rights-of-way) and north arrow.
_____	_____ Approval signature lines.
_____	_____ Existing block and lot number(s) of the property that is the subject of the application.
_____	_____ The location of existing property lines (with bearings and distances). streets, structures (with their numerical dimensions and an indication as to whether existing structures will be retained or removed), parking spaces, loading areas, driveways, watercourses, railroads, bridges,

culverts, drain pipes, any natural features such as wetlands and treed areas, and any historic features both within the tract and within two hundred (200') feet of its boundary.

_____ The location and width of all existing and proposed utility easements.

_____ Zoning districts affecting the property, including district names and requirements, with proposed variance requests noted on the plat or plan.

_____ Proposed buffer and landscaped areas.

_____ Delineation of flood plains, including both floodway and flood fringe areas.

_____ Contours as shown on the U.S.G.S. topographic sheets.

_____ Marshes, ponds and land subject to flooding within the tract and within one hundred (100') feet thereof.

_____ The names of all adjacent property owners as they appear on the most recent tax list prepared by the Township Tax Assessor.

_____ Certificate from the Township Tax Collector that all taxes and assessments are paid to date.

_____ Statement as to whether subject property is located in Highlands Planning or Preservation area, and if located in the Preservation Area whether the application meets any of the conditions for exemption.

_____ Any variance applications to the Zoning Board of Adjustment not involving a site plan or subdivision application shall not require an Environmental Impact Statement unless specifically requested by the Board. The Zoning Board of Adjustment shall inform the applicant regarding any information that may be required.

_____ Letter of denial (or disapproved zoning application) from the Township Zoning Officer identifying any sections of the White Township Zoning Ordinance from which the applicant is seeking relief.

Signature and Title of person who prepared checklist

Date