

SCHEDULE "C"

Select Reason for Application

"A" Appeals	"B" Interpretation or Special Question	"C" Bulk Variance	"D" Use Variance	"Condition" Use
()	()	()	()	()

Applicant Verification
(✓)

Submit this Checklist with application.
Use the Applicant Verification Column to verify submission of required items.

Board Verification
(✓)

PLAT SPECIFICATIONS

()	1.	Plat clearly and legibly drawn or reproduced at a scale not smaller than 1 inch equals 100 feet.			x	x	x	()
()	2.	Sheet size either 15 x 21, 24 x 36, or 30 x 42.			x	x	x	()
()	3.	Plans shall be prepared by an architect, planner, engineer, land surveyor, or the Applicant, where appropriate.			x	x	x	()
()	4.	Plat prepared to scale based on deed description, tax map or similarly reasonably accurate data for the purpose of review and discussion by the Municipal Agency.			x	x	x	()

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GENERAL INFORMATION

()	5.	Metes and bounds description of parcel in question based upon current land survey information.			x	x	x	()
()	6.	Property line shown in degree, minutes and seconds.			x	x	x	()
()	7.	Key map showing location of tract to be considered in relation to surrounding area.			x	x	x	()
()	8.	Title block containing name of applicant, preparer, lot and block numbers, date prepared, date of last amendment and zoning district.			x	x	x	()
()	9.	Each block and lot numbered in conformity with the municipal tax map as determined by the municipal tax assessor.			x	x	x	()
()	10.	Scale of map, both written and graphic			x	x	x	()
()	11.	North arrow giving reference meridian.			x	x	x	()
()	12.	Space for signatures of Chairman and Secretary of the Municipal Agency.			x	x	x	()

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()	13. Names of all property owners within 200 feet of subject property.		x	x	x	x	x	()
()	14. Location of existing and proposed property lines with dimensions in feet to the nearest two decimal places.				x	x	x	()
()	15. Zoning district in which parcel is located, indicating all setbacks, lot coverage, height, floor area ratio, and density, both as to required and proposed. Indicate the above both written and graphically.				x	x	x	()
()	16. Zone requirements per Ordinance and per application.				x	x	x	()
()	17. Acreage of affected parcel to the nearest hundredth of an acre.				x	x	x	()
()	18. Provide a photograph of the premises in question taken from the opposite side of the street.				x	x	x	()

NATURAL FEATURES

Topography of the site and within 200 feet thereof.

()	19. Contours to determine the natural drainage of the land. Intervals shall be: up to 10% grade-2 feet; over 10% grade-5 feet.				x	x	x	()
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()	20.	Cliffs and rock outcroppings.			x	x	x	()
()	21.	Flood plains			x	x	x	()
()	22.	Natural and artificial watercourses, . streams, shorelines and water boundaries and encroachment lines.			x	x	x	()
()	23.	Aquifer recharge areas, including safe sustained ground water yield			x	x	x	()
()	24.	Wooded areas indicating predominant species and size			x	x	x	()
()	25.	Location of trees 6 inches or more in diameter, as measured one foot above ground level, outside of wooded area, designating species of each.			x	x	x	()
()	26.	Areas in which construction is precluded due to presence of stream corridors and/or steep slopes.			x	x	x	()
()	27.	All areas to be disturbed by grading or construction.			x	x	x	()

**MAN-MADE FEATURES ON SITE
 AND WITHIN 200 FEET THEREOF**

()	28.	Location of existing structures and their setbacks from existing and proposed property lines.			x	x	x	()
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()	29.	Location and type of existing easements or rights of way including power lines.			x	x	x	()
()	30.	Location of existing railroads, bridges, culverts, drain-pipes, water and sewer mains and other man-made installations affecting the tract.			x	x	x	()
()	31.	Location of existing wells and septic systems.			x	x	x	()
()	32.	When Applicant intends to use a conventional septic disposal system: location of test holes, test results and approximate location of the intended disposal field.			x	x	x	()
()	33.	Plans and profiles of proposed utility layouts, such as sewers, storm drains, water, gas and electric, showing feasible connections to existing or proposed utility systems.			x	x	x	()
()	34.	Location and description of monuments whether set or to be set.			x	x	x	()

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STREETS

()	35.	Location, names and widths of all existing and proposed streets on the property and within 200 feet of the tract.			x	x	x	()
()	36.	Required road dedication.			x	x	x	()
()	37.	Road orientation (as it relates to energy conservation).			x	x	x	()
()	38.	Plans, profiles and cross-sections of all proposed new streets and/or access to proposed streets.			x	x	x	()

MISCELLANEOUS

()	39.	Proposed sight easements where required.			x	x	x	()
()	40.	Proposed drainage easements where required.			x	x	x	()
()	41.	Environmental Impact Statement as per Ordinance No. 94-5			x	x	x	()

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()	42.	Landscaping plan including the types, quantity, size and location of all proposed vegetation. The scientific and common names of all vegetation shall be included.			x	x	x	()
()	43.	Soil Erosion and Sediment Control Plan consistent with the requirements of the local soil conservation district.			x	x	x	()
()	44.	Design calculations showing proposed drainage facilities to be in accordance with the appropriate drainage run-off requirements.			x	x	x	()
()	45.	The purpose of any proposed easement of land reserved or dedicated to public or common use shall be designated and the proposed use of sites other than residential shall be noted.	x	x	x	x	x	()
()	46.	Any sections for which a waiver is specifically being requested and a narrative paragraph explaining why the applicant is entitled to such waiver.	x	x	x	x	x	()