

BOROUGH OF FANWOOD

§ 184-90. Submission requirements for variance applications or appeals.

All applications or appeals for a "C" variance or "D" variance, when site plan or subdivision approval is not required, or when the variance application has been bifurcated from subsequent site plan or subdivision applications which may be required by this chapter, shall submit the information required by § 184-82. The Board reviewing the application shall have the authority to request additional information not required by 184-82, if in its opinion, such additional information is necessary to make an informed decision on the application or appeal

§ 184-82. General requirements; plan information.

In addition to the submission requirement for the individual categories of applications in the following sections, all categories of applications, except for conceptual site plans and conceptual subdivisions, shall be required to submit one copy of the required plot plan, site plan, or subdivision plan, for purposes of completeness review only. Thereafter, the applicant shall submit 25 copies, of any required plot plan, site plan or subdivision plan, signed and sealed by the licensed professional who prepared the plot plan, site plan or subdivision plan.

Notwithstanding the above, the Board Secretary may require a greater or lesser number of copies in particular cases as appropriate. Any plan submitted as part of an application to a Borough agency shall be prepared by an individual pursuant to the regulations in N.J.A.C. 13:27, 13:40, and 13:41, as amended, provided that the owner of a single-family-detached or two-family dwelling may sign the plans for an application if he or she has prepared them. All such plans shall contain the following information:

- A. Title block containing the type of application, name and address of applicant and owner; name, address, signature, license number and seal of plan preparer; existing lot and block numbers; municipality and county, date prepared and date(s) of all plan amendments.
- B. Signature block for signatures of Chair and Secretary of the Board.
- C. The name of all adjoining property owners as disclosed by current Borough tax records.
- D. A key map showing the location of the tract to be considered in relation to the surrounding area within at least 500 feet of the subject property.
- E. Scale of map, both written and graphic. The scale shall consist of no more than 50 feet to the inch.
- F. North arrow.
- G. Zoning district in which parcel is located, and the zone district of adjacent property, with a table indicating tract area, lot area(s), lot width(s), all yard setbacks, building and impervious coverage, building height, floor area ratio, density and number of parking spaces, both as to required, existing and proposed, for the subject property. If the application involves a conditional use, compliance with the applicable conditional use standards shall be indicated on the plan.
- H. Existing and proposed boundaries of the site(s) in question, with bearings and dimensions of same. The number of each existing tax lot in accordance with the tax map shall be shown.
- I. Municipal boundary line(s), if any, crossing or adjacent to the subject property.

- J. Location and width of existing easements or rights-of-way on or abutting the subject property, including but not limited to streets, utility and drainage easements, sight easements and access easements.
- K. Location of existing and proposed buildings, with setbacks from property lines dimensions on the plan.
- L. Location of existing and proposed paved areas, including parking and loading areas, driveways, sidewalks, etc., showing the design of such areas.
- M. Location of natural features, including woodlands, all trees with a trunk caliper of at least six inches at a distance of four feet above the ground, streams and other bodies of water, wetlands, flood hazard areas and rock outcrops on the property, and also on adjacent properties if same affect the proposed development.
- N. Location of any required dedication or reservation for streets or any area shown on the Borough's Master Plan.
- O. Soil erosion and sedimentation control plan, if required pursuant to the Soil Erosion and Sediment Control Act.
- P. Construction details and specifications sufficient to illustrate the nature of site improvements, including but not limited to the following, when appropriate: paving, curbing, walls, fences, utility and storm drainage structures, soil erosion control structures, tree protection devices, light fixtures and standards, signs, planting and staking details, and barrier-free access design.