

Ownership Authorization

STATE OF NEW JERSEY)
) : ss
COUNTY OF)

1. I, _____, of full age, being duly sworn according to law, on his oath deposes and says that I am the owner of property located at _____, Teaneck, New Jersey 07666, Block _____ Lot _____ on the Township of Teaneck Tax Map.

2. _____ is the Applicant of said property.

3. I hereby authorize said Applicant to make application to the Board of Adjustment/Planning Board of the Township of Teaneck on my behalf, and I agree to be bound to any terms and conditions stipulated to the agreed by and between said Applicant and the Teaneck Board of Adjustment/Planning Board in the course of any subdivision review, variance hearings, or site plan approval.

4. I have not authorized any other person to make such an application on my behalf.

Notary Public

Sworn and subscribed to before
me this _____ day of
_____, 20____

Affidavit of Service

STATE OF NEW JERSEY)
) : ss
COUNTY OF)

I, _____, of full age, being duly sworn according to law, on his oath deposes and says that he did on _____, _____, at least ten (10) days prior to hearing date, give personal notice to all property owners within 200 feet of the property affected by Application No. _____, located at _____, Teaneck New Jersey 0766. Said notice was given either by handing a copy to the property owner, or by sending said notice by certified mail. Copies of the registered receipts are attached hereto. Notices were also served upon:

(check if applicable)

- The Clerk of the Township of Teaneck
- County Planning Board
- Utilities, as required.
- The Director of the Division of State and Regional Planning
- The Department of Transportation
- The Clerk of Adjoining Municipalities

Copies of said notices are attached hereto and marked "Exhibit A." Notice was also published in the official newspaper of the municipality as required by law.

Attached to this affidavit and marked "Exhibit B" is a list of owners of property within 200 feet of the affected property who were served, showing the lot and block numbers of each property as same appear on the municipal tax map, and also a copy of the certified list of such owners prepared by the Tax Assessor of Teaneck, which is marked "Exhibit C." There is also attached a copy of the proof of publication of notice in the official newspaper of the municipality, which is marked "Exhibit D."

Notary Public

Sworn and subscribed to before
me this _____ day of
_____, 20____

Escrow Agreement

THIS AGREEMENT made this ____ day of _____, between _____ (the "Applicant"), and the PLANNING OR ZONING BOARD OF ADJUSTMENT of the Township of Teaneck (the "Board") and the Township Council of the Township of Teaneck, (the "Township").

WHEREAS, the Board desires to establish an escrow whereby work required to be performed by professionals employed by the Board will be reimbursed by the Applicant as required under the provisions the Township Code.

NOW, THEREFORE, it is mutually agreed between the two parties that:

Section 1. PURPOSES:

The Board authorizes its professional staff to review, inspect, report and study all plans, documents, statements, improvements, and provisions made by the Applicant in conforming to the requirements of the Township Code. The Board directs its professional staff to make all oral and/or written reports to the Board of its conclusions and finding derived from the review, study, investigation and like or similar duties performed as elsewhere authorized. The Applicant agrees to pay all reasonable professional fees incurred by the Board for performance of these duties.

Section 2. ESCROW ESTABLISHED

Applicant, Board, and Township, in accordance with the provisions of this agreement hereby create an escrow to be established with the Financial Officer of the Township of Teaneck.

Section 3. ESCROW FUNDED

Applicant, by execution of this Agreement, shall pay to the Township to be deposited in the depository referred to in Section 2, such sums as are required by Ordinance 33-46. Execution of this Agreement by the Township acknowledges receipt of the sums referred to herein.

Section 4. INCREASE IN ESCROW FUND

If during the existence of the Agreement the funds held by the escrow holder shall be reduced to 25% or less of the original fee, Applicant shall, within seven (7) days from date of receipt of written notice, deposit not less than 50% of the original fee with the escrow holder. The written notice referred to his paragraph shall be sent to: _____.

Unless otherwise shown, receipt shall be presumed to have occurred three (3) days after mailing. This notice required under this paragraph shall be given to the Board.

Section 5. TIME OF PAYMENT

The professionals referred to in this Agreement, upon the conclusion of their services or periodically during the performance of their services, shall submit vouchers conforming to the

requirements established by the Board for vouchers of amounts of all fees and costs incurred as a result of the services set forth under Section 1 of this Agreement.

Section 6. BOARD OF REVIEW

The Board shall review the vouchers submitted by the professionals to determine whether the services have been performed in the manner and to the degree required by this agreement. Upon making a determination that services have been performed properly, the Board shall process said vouchers in the same manner and under the same terms as are normally employed for vouchers submitted for work performed on behalf of the Township. At the conclusion of this processing, the amounts specified in said vouchers shall be deducted by the escrow holder from the escrow established pursuant to this agreement.

Section 7. APPLICANT'S OBJECTION

The Applicant shall have the right to make periodic inspections of the records maintained by the escrow holder to determine the status of the escrow at any point in time. Where the applicant objects to the payment of any voucher from the escrow fund, he shall have the right to appeal, upon three (3) days notice to all professionals, to the Board to determine whether then payment or payments objected to are proper. The standards of review to be utilized by the Board in determining whether said payments are proper, and whether the fees incurred are reasonable and whether the work has been performed properly.

Section 8. INTEREST ALLOCATIONS

Any and all interest that would be added if the balance is \$5,000.00 or over, will be added monthly to their escrow account.

IN WITNESS WHEREOF the parties hereto have set their hands and seals on this day

_____.

Notary Public
Sworn and subscribed to before
me this _____ day of
_____, 20____

Applicant

Township of Teaneck

**NOTICE TO BE PUBLISHED IN OFFICIAL NEWSPAPER
AND SENT TO PROPERTY OWNERS**

PLEASE TAKE NOTICE that on the ____ day of _____, 20____, at 7:00 p.m., a hearing will be held before the Township (Planning Board) or (Board of Adjustment), located at _____, Teaneck, New Jersey 07666, on the appeal or application of the undersigned for a variance or other relief so as to permit:

on the premises located at:

and designated as Block ____ Lot ____ on the Township of Teaneck Tax Map.

The following described maps and papers are on file in the office of the Municipal Clerk and are available for inspection.

(INSERT DESCRIPTION OF DOCUMENTS)

Any interested party may appear at said hearing and participate therein in accordance with the rules of the (Planning Board) or (Zoning Board of Adjustment).

(Name of Applicant)

Publication Date: _____

Property Tax Status Report

Under provisions of N.J.S.A. 40:55D-39(e), N.J.S.A. 40:44D-65(h), and Sec. 33-6 of the Township Code, delinquent municipal taxes and assessments shall bar approval of a development application unless an agreement for such payment is made with the Township.

SECTION I (TO BE COMPLETED BY APPLICANT)

I, _____, am requesting a Property Tax Status Report for Block ____ Lot ____ of the Township of Teaneck. The owner of record is _____. I request that the Tax Collector determine whether there are any delinquent taxes and/or assessments due on this property.

DATE: _____ Applicant's Signature: _____

SECTION II (TO BE COMPLETED BY TAX COLLECTOR)

I, _____, Tax Collector for the Township of Teaneck, hereby certify that for Block ____ Lot ____, better known as _____, of the Township of Teaneck:

- all taxes due have been paid
- all assessment due have been paid
- the following taxes and/or assessment are due and delinquent:

DATE: _____ Tax Collector's Signature: _____

Request for Certified Lists

I, _____, am requesting a Certified List of Property Owners within 200 feet of Block _____ Lot _____ of the Township of Teaneck.

PLEASE CHECK THE FOLLOWING:

Applicant Applying Before: BOARD OF ADJUSTMENT _____

PLANNING BOARD _____

Applicant requesting List to be: Mailed: _____

E-Mailed: _____

Picked Up: _____

Address: _____

E-Mail: _____

Phone No.: _____

DATE: _____

You are required to pay a fee of \$10.00 to receive a Certified List. Please make checks payable to the TOWNSHIP OF TEANECK.

Please mail or drop off this form and the check for your fee to:

Township of Teaneck
818 Teaneck Road
Teaneck, NJ 07066
Attn: Tax Assessor