

# EZ APPLICATION FOR ZONING BOARD APPLICATIONS

Board of Adjustment

Date Filed: \_\_\_\_\_

Valid Application Date: \_\_\_\_\_

App. Number: \_\_\_\_\_

Completeness Date: \_\_\_\_\_

## 1. PROPERTY INFORMATION

Address \_\_\_\_\_ Zone \_\_\_\_\_

Tax Map Number: \_\_\_\_\_ Block \_\_\_\_\_ Lot(s) \_\_\_\_\_

Present Use: \_\_\_\_\_

Has there been any previous application involving these premises?  Yes  No;

If yes, nature of application, date, and determination

Is there adjacent property in common ownership?  Yes  No If yes, address of property

Restrictions, covenants, easements, association by-laws, existing or proposed on the property.

Yes [attach copies]  No  Proposed

## 2. APPLICANT INFORMATION

Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone # \_\_\_\_\_ FAX # \_\_\_\_\_

E-Mail \_\_\_\_\_

Applicant is a:  Corporation  Partnership  Individual

## 3. OWNER'S INFORMATION

Owner's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Attach an affidavit of ownership or owner's authorization to submit the application.

## 4. DISCLOSURE STATEMENT

Pursuant to N.J.S. 40:55D-48.1, the names and addresses of all persons owning 10% of the stock in a corporate applicant or 10% interest in any partnership application must be disclosed. In accordance with N.J.S. 40:55D-48.2 that disclosure requirement applies to any corporation or partnership which owns more than 10% interest in the applicant followed up the chain of ownership until the names and addresses of the non-corporate stockholders and partners exceeding the 10% ownership criterion have been disclosed. (Attach pages as necessary to comply).

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Interest: \_\_\_\_\_

## 5. APPLICANT'S ATTORNEY (if you have one, but corporations must be represented by an attorney)

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone # \_\_\_\_\_ FAX \_\_\_\_\_

E-Mail \_\_\_\_\_

**6. APPLICANT'S ENGINEER (if you have one)**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Phone # \_\_\_\_\_ FAX \_\_\_\_\_  
E-Mail \_\_\_\_\_

**7. APPLICANT'S ARCHITECT (if you have one)**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Phone # \_\_\_\_\_ FAX \_\_\_\_\_  
E-Mail \_\_\_\_\_

**8. NATURE OF THE APPLICATION (Check applicable items)**

- Conditional use
- Use Variance
- Hardship Variance, residential
- Hardship Variance, non-residential
- Steep Slope Review
- Appeal from Administrative Decision
- Interpretation of Zoning Ordinance
- Historic Preservation Commission Review

**9. BRIEF DESCRIPTION OF PROJECT:** describe what you are seeking to do

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**10. DOES THIS APPLICATION COMPLY WITH ALL REQUIREMENTS OF THE ZONE:** If not, state violation, article, section and variance and waivers requested and state principal points on which the variance request is made. Use a separate sheet if necessary.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**11. LIST ANY OTHER LICENSES, PERMITS, OR APPROVALS REQUIRED BY MUNICIPAL, COUNTY, STATE OR FEDERAL LAW AND THE STATUS OF EACH.** Attach copies of approvals of other government agencies as may be required or an affidavit indicating that application has been made to such agencies.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**12.APPLICATION FEES AND ESCROW DEPOSITS. The application fee and escrow deposit is based on the following fee schedule:**

	<b>Application Fee</b>	<b>Escrow Deposit</b>
Conditional Use	\$300	\$500
Hardship Variance (40:55D-70c)	\$250	\$500 with \$250 for each additional variance
Use Variance (40:55D-70D)	\$250	\$750 with \$350 for each additional variance
Appeal from Administrative Decision	\$200	\$1,500
Request for Interpretation of Zoning Ordinance	\$200	\$1,000
Certified List of Property Owners	\$10	\$0
Reproduction of Recorded Hearing	\$10 per compact disc	\$0
Special Meeting	\$800	\$0
Zoning Permit	\$50	\$0
Zoning Map	\$20	\$0
Historic Preservation Advisory Review	\$0	\$250

**A. Additional Escrow Fees:**

- (1) Planner – For any application for development except for subdivision or site plan – \$500.00.
- (2) Attorney – For any application requiring a public hearing – \$750.00

**B.** The fees provided for in this section shall be preliminary fees and shall not include any additional escrow fees which are required to be paid from time to time as hereinafter provided. The Board of Adjustment shall not act or consider any plan until such time as the initial fees are paid in full and no application shall be considered complete until such time as the fees provided for in this section are deposited with the Township of Teaneck.

**C. Additional Fees.** There shall be an additional fee due and owing whenever the original fee paid into escrow is reduced by charges against the account to 25% or less of the original fee. The secretary of the Board of Adjustment shall, in writing, require the applicant to provide not less than 50% of the original fee which additional fee shall be payable within seven days and prior to the Board of Adjustment considering in any way or hold hearing on, or public or private discussion of any matter before the Board of Adjustment. The Board of Adjustment shall not discuss, consider, or in any way make any recommendations for an application at a regular meeting or work session of the Board of Adjustment when the additional fees have not been paid.

**Make checks payable to the “Township of Teaneck”**

Applicants must submit a W-9 form with all escrow fee checks. When an application involves two or more fee categories, the fee shall equal the total of the fees required for each type of application requested.

**13.CERTIFICATION**

I hereby affirm that all the above and statements contained in the papers submitted herewith are true.

**Signature of Applicant or Agent:**\_\_\_\_\_

**Date:**\_\_\_/\_\_\_/\_\_\_