Borough of Allendale Land Use Board Procedures

GENERAL INFORMATION

- 1. The Land Use Board meets on the third Wednesday of each month at 7:30 pm in the Municipal Building.
- 2. Applications which must be acted upon by the Land Use Board shall be submitted to the Borough Clerk or the Construction Official for each of the following:
 - a) Land Subdivision
 - a. Sketch Plat
 - b. Minor Subdivision
 - c. Major Subdivision
 - b) Site Plan Review
 - c) Use Permit
 - d) Construction Permit
- 3. All applications must be received at least ten (10) days prior to the meeting date.
- 4. All land subdivisions and site plans must be submitted to the Bergen County Planning Board. Application forms and information may be obtained from said Board at Administration Building, Court Plaza South, Room 204w, 21 Main St., Hackensack, NJ 07601-7000.
- 5. Regulations concerning the subdivision of land are contained in the Land Subdivision and Site Plan ordinance and the Zoning Ordinance of the Borough of Allendale. Copies are available at the office of the Borough Clerk.
- 6. Definitions:
 - a) Minor Subdivision Any subdivision that does not involve:
 - 1. The creation of more than three (3) lots;
 - 2. A planned development;
 - 3. Any new street; or
 - 4. Extension of any off-tract improvement.
 - b) Major Subdivision any subdivision not classified as a minor subdivision.

LAND USE BOARD FEES:

All fees are payable at the time of submission of the application unless otherwise noted.

		Filing Fee	Examining and	Legal and Engineering Costs (Escrow Deposit See Notes
		1 111118 1 00	Reporting on Plans	1,2&3)
Minor Subdivision		\$150	\$50./lot	\$1000
	FSketch Plat	\$50	-	\$100
Major Subdivision	Preliminary	\$350	\$50./lot	\$5000
				See Note 4
	Final	\$150	-	\$500 + \$100/lot
Site Plan U	nder ½ acre	\$150	-	\$1000
O	ver ⅓ acre	\$250		\$5000
Use Permit		\$50	-	-
Construction Permit Construction Official Regarding Fees			Regarding Fees	

Notes:

- 1. To be held in escrow to cover costs. Any money not required will be returned to the applicant on completion of the work covered. If additional money is required, applicant must forward amount required to the Borough Clerk within two (2) weeks following notification by the Borough Clerk at the direction of the Borough Council or the application shall be rejected. (If on an approved subdivision, all municipal permits will be suspended until the money is received. Failure to comply with notification as above will be a violation of the Land Subdivision and Site Plan Ordinance.)
- 2. The legal and engineering escrow deposits applicable to major subdivision final applications and site plans are payable prior to final approval and commencement of construction.
- 3. Moneys for fees and escrow deposits shall be paid by separate checks.
- 4. Upon approval of a preliminary subdivision or a site plan, the applicant will be notified of any additional legal and engineering costs involved and must deposit said amount with the Borough Fifteen (15) copies Clerk before plats are signed.

PROCEDURE FOR MINOR SUBDIVISION APPLICATIONS

The applicant shall:

- 1. File with the Borough Clerk at least ten (10) days prior to a Land Use Board Meeting:
 - a) Fifteen (15) copies of a completed application, together with the required fees. (A receipted copy of the application will be returned to the applicant.)
 - b) Fifteen (15) copies of the plat of the proposed subdivision prepared in accordance with the Land Subdivision and Site Plan Ordinance.
 - c) Proof that no taxes are due on the property, as evidenced by copy of receipted tax bill or mortgage statement.
- 2. Contact the Bergen County Planning Board for its requirements.
- 3. Attend meeting of the Allendale Land Use Board at which the application is scheduled for review.

PROCEDURE FOR SKETCH PLAT SUBMISSION

The applicant shall:

- 1. File with the Borough Clerk at least ten (10) days prior to a Land Use Board meeting:
 - a) Fifteen (15) copies of a completed application together with the required fees. (A receipted copy of the application will be returned to the applicant.)
 - b) Fifteen (15) copies of the sketch plat of the proposed subdivision prepared in accordance with the Land Subdivision and Site Plan Ordinance.
- 2. Attend meeting of the Allendale Land Use Board at which the application is scheduled for review.

PROCEDURE FOR SITE PLAN OR PRELIMINARY MAJOR SUBDIVISION APPLICATIONS The applicant shall:

- 1. File with the Borough clerk at least ten (10) days prior to a Land Use Board meeting.
 - a) Fifteen (15) copies of a completed application, together with the required fees. (A receipted copy of the application will be returned to the applicant.)

- b) Fifteen (15) copies of the proposed site plan or the preliminary plat of the proposed subdivision prepared in accordance with the Land Subdivision and Site Plan Ordinance.
- c) Proof that no taxes are due on the property, as evidenced by a copy of receipted tax bill or mortgage payment.
- d) Forward copies of the site plan or preliminary plat to:
 - 1. The Borough Engineer (2)
 - 2. The Board of Health
 - 3. The Chief of Police
 - 4. The Board of Public Works (2)
 - 5. The Fire Prevention Bureau
 - 6. The Shade Tree Commission
 - 7. The Construction Official
 - 8. The Recycling Coordinator

The applicant shall produce proof by affidavit of the date such copies were sent.

- 2. Contact the Bergen County Planning Board for its requirements.
- 3. Contact the New Jersey Division of Soil Conservation for its requirements
- 4. Attend meeting of the Allendale Land Use Board at which the application is scheduled for review.
- 5. When a public hearing date is set by the Land Use Board:
 - a) Obtain a list of property owners who must be notified of hearing from the Tax Collector. (See Land Use Procedures ordinance)
 - b) Notify each property owner by personal service or by certified mail at least ten (10) days prior to the hearing date.
 - c) Public Notice of Public Hearing in the Ridgewood News or The Record at least ten (10) days prior to the hearing.
 - d) Provide the Land Use Board attorney at the public hearing an affidavit or other proof of service attesting to the service of required notices.
 - e) Attend Public Hearing before the Allendale Land Use Board.

PROCEDURE FOR FINAL MAJOR SUBDIVISION APPLICATIONS

The applicant shall:

- 1. File with the Borough Clerk at least ten (10) days prior to a Land Use Board meeting:
 - a) Fifteen (15) copies of a completed application, together with the required fees. (A receipted copy of the application will be returned to the applicant.)
 - b) Five (5) blue on white prints of the subdivision plat prepared in accordance with the Land Subdivision and Site Plat Ordinance. (Two (2) additional prints shall be provided by the applicant to the Borough Engineer.)
- 2. Contact the Bergen County Planning Board for its requirements.
- 3. Attend meeting of the Allendale Land Use Board at which the application is scheduled for review.
- 4. Prior to final approval, submit to the Land Use Board in accordance with the land Subdivision and Site Plan Ordinance:
 - a) A Developer's Agreement, prepared by the Land Use Board Attorney.

- b) A performance guarantee
- c) Maintenance guarantees, if required
- d) Deeds for any required easements
- e) Funds to reimburse the Planning Board for costs incurred or to be incurred.
- f) Evidence of compliance with any conditions imposed by the Land Use Board.

PROCEDURE FOR CONSTRUCTION PERMIT OR USE PERMIT

The applicant shall:

- 1. File with the Construction Official at least ten (10) days prior to the Land Use Board meeting:
 - a) A written statement regarding the nature and purpose of the intended use or building, together with the required fees.
 - b) Ten (10) copies of plans, specifications and drawings prepared in accordance with the zoning ordinance.
 - c) Proof that no taxes are due on the property as evidence by copy of receipted bill or mortgage payment.
- 2. Attend meeting of the Allendale Land Use Board at which the application is scheduled for review.
- 3. When the Public hearing is set by the Land Use Board:
 - a) Publish notice of public hearing in the Ridgewood News or The Record at least ten (10) days prior to the hearing.
 - b) Provide the Land Use Board Attorney at the Public Hearing proof of publication of required notice.
 - c) Attend Public Hearing before the Allendale Land Use Board.

Schedule A

CHECKLIST FOR SUBMISSIONS OF DEVELOPMENT APPLICATIONS

LAND USE BOARD OF THE BOROUGH OF ALLENDALE

VAME OF APPLICANT:				
NAME OF OWNER OR DE	EVELOPMENT NAME:			
LOT, B	BLOCK			
DATE OF APPLICATION				

An application for development shall not be considered complete until all the material and information specified below has been submitted unless, upon receipt of written request from the applicant, a specific requirement is waived by the municipal agency, or the agency otherwise deems a requirement inapplicable to the application. Certification of completeness or a Notice of Deficiencies shall be made, and any request for waiver shall be granted or denied, within 45 days of the filing of the application with the municipal agency.

No public hearing shall be scheduled for an application until the same has been deemed complete by the appropriate administrative officer or otherwise as permitted by the law.

Schedule "A" – General Requirements.

(Applicable to all applications)

- 1. Fifteen (15) copies of the appropriate application form(s), completely filled in and filed with the appropriate administrative officer. If any item is not applicable to the Applicant, it should so be indicated on the application form(s).
- 2. Certificate of Borough Tax Collector that all taxes and assessments on the property are paid.
- 3. Receipt indicating that fees and escrow deposits are paid pursuant to schedule.
- 4. Fifteen (15) copies of any required plot plan, site plan, or subdivision plan, clearly and legibly drawn at a scale of not smaller than 1 inch = 100 feet. Said plans to be prepared by a licensed engineer or land surveyor of the State of New Jersey as applicable with name address and seal of preparer on plat. Entire tract to be shown on one sheet.

Complies	Deficient	Waiver Request
		request

11 TO 60 1 / TT7 1

5.		fidavit of ownership. If Applicant is not the owner,		
	_	oplicant's interest in land; e.g, tenant,		
		ntract/purchaser, lienholder, etc.		
6.	On	ne of the following:		
	a)	A letter of interpretation from the N.J.D.E.P.		
		indicating the absence of freshwater wetlands, or		
		indicating the presence and verifying delineation of		
		the boundaries of freshwater wetlands, or ,		
	b)	A letter of exemption from the N.J.D.E.P. certifying		
		that the proposed activity is exempt from the		
		Freshwater Wetlands		
	c)	A copy of any application made to the N.J.D.E.P for		
		any permit concerning a proposed regulated activity		
		in or around freshwater wetlands.		
		The Land Use Board may waive the above		
		requirements where it can be established by		
		the applicant and verified by the board and		
		its professionals that no wetlands exist on		
		site or no contiguous property owned by the		
		applicant.		
7.	If A	Applicant is a corporation or partnership, list the		
	naı	mes and addresses of all stockholders or individual		
	pai	rtners owning at least 10% of its stock of any class as		
	rec	quired by N.J.S. 40:55D-48.1 et seq.		
8.	Nu	imber and name(s) of witnesses and their expertise, if		
	any	y.		
9.	Sta	atement as to any requirements for which waiver is		
	sou	ight together with statement of reasons why waivers		
	sho	ould be granted.		
10.	In	subdivision and site plan applications for residential		
	coı	nstruction, a certification of the applicant or the		
	app	plicant's engineer that the application complies with		
	all	requirements of the Residential Site Improvement		
	Sta	andards or other applicable regulations adopted by the		
	De	partment of Community Affairs. If exceptions or		
	wa	ivers from such standards are sought, a statement of		
	the	hardship claimed, the reasons and conditions		
	jus	tifying the same and identification of any danger to		
	hea	alth, safety or welfare resulting from adherence to said		
	sta	ndards.		

Schedu	le "B" – Plat Specifications for Site Plans and Subdivisions	Complies	Deficient	Waiver Request
Genera	l Information on Plat			
1.	Metes and bounds description of parcel in question based upon current land survey information.			
2.	Property line shown in degree, minutes and seconds.			
3.	Key map showing location of tract to be considered in			
	relation to surrounding area, within 500 feet			
4.	Title block containing name of applicant, preparer, lot and			
	block number, date prepared, date of last amendment and			
	zoning district.			
5.	Each block and lot numbered in conformity with the			
	municipal tax map as determined by the municipal tax			
	assessor.			
6.	Scale of map, both written and graphic.			
7.	North arrow giving reference meridian.			
8.	Space for signature of Chairman and Secretary of the			
	Municipal Agency.			
9.	Names of owner and all property owners within 200 feet			
	of subject property.			
10.	Location of existing and proposed property and structures			
	with dimensions in feet up to the nearest two decimal			
	places, with setback, side yard and rear yard distances for			
	existing structures and with building envelope of each			
	proposed lot formed by minimum front, rear and side yard			
	distances.			
11.	Schedule of Zone Requirements for zoning district in			
	which parcel is located, indicating all setbacks, lot			
	coverage, height, floor area ratio, and density, both as to			
	required and proposed.			
12.	Acreage of affected parcel to the nearest hundredth of an acre.			
13	Delineation of proposed lots, specifying areas of lots in			
15.	acres, if on acre or over, and in square feet.			
14	Provide a Polaroid or other similar photograph of the			
	premises in question taken from the opposite side of the			
	street.			
	Natural Features and Topography			
	Topography of the site and within 200 feet thereof.			
15.	Contours to determine the natural drainage of the land.			
	Intervals shall be: up to 10% grade-2 feet; over `10%			
	grade- 5 feet.			

grade- 5 feet. Land rock outcroppings.(Preliminary Site Plans and major subdivision only.)

17.	Location of flood plains or flood hazard areas.		
	Natural and artificial watercourses, streams, shorelines		
	and water boundaries and encroachment lines.		
19.	Aquifer recharge areas, including safe sustained ground		
	water yield.		
20.	Wooded areas indicating predominant species and size.		
21.	Location of trees 6 inches or more in diameter, as		
	measured one foot above ground level, outside of wooded		
	area, designating species of each. (Preliminary Site Plans		
	and major subdivision only.)		
22.	Areas in which construction is precluded due to presence		
	of stream corridors and/or steep slopes.		
23.	All areas to be disturbed by grading or construction.		
	Man-made Features On Site And Within 200 Feet Thereof		
24.	Location of existing structures and their setbacks from		
	existing and proposed property lines.		
25.	Location of existing easements or rights of way including		
	power lines.		
26.	Location of existing railroads, bridges, culverts, drain		
	pipes, water and sewer mains and other man-made		
	installations affecting the tract.		
27.	Location of existing wells and septic systems on the		
	property and within 100 feet.		
28.	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. (Major site plans and subdivisions only.)		
29.	Location and description of monuments, whether set or to		
	be set. (Preliminary Site Plans and major subdivision		
20	only.)		
30.	Plans, profiles and cross-sections of all proposed streets		
	and private roadways on the property and within 200 feet		
21	of the tract.		
	Indication of required road dedication.		
	Road orientation (as it relates to energy conservation)		
<i>33</i> .	Sketch of prospective future street system of the entire		
	tract where a preliminary plat covers only a portion		
2.4	thereof.		
	Proposed sign easements where required.		
	Proposed drainage easements where required.		
<i>3</i> 0.	Natural resource inventory information including: Soil types as shown by the current Soil Conservation		
	a) Soil types as shown by the current Soil Conservation		
	and Survey Maps.		

	b)	Soil depth to restrictive layers of soil.		
	c)	Soil depth to bedrock		
	d)	Permeability of the soil by layers.		
	e)	Height of soil water table and type of water table		
	f)	Flood plain soil (status).		
	g)	Limitation for foundation		
	h)	Limitation for septic tank absorption field (only where		
		septic tank is proposed to be used.)		
	i)	Limitation for local road and streets		
	j)	Agricultural capacity classifications		
	k)	Erosion hazard.		
37.	Lar	ndscaping plan including the types, quantity, size and		
	loca	ation of all proposed vegetation. The scientific and		
	con	nmon names of all vegetation shall be included.		
	(Pro	eliminary Site Plans and major subdivision only.)		
38.	Soi	l Erosion and Sediment Control Plan consistent with		
	the	requirements of the local soil conservation district.		
39.	Des	sign calculations showing proposed drainage facilities		
	to b	be in accordance with the appropriate drainage run-off		
	req	uirements.		
40.	The	e purpose of any proposed easement of land reserved or		
	ded	licated to public or common use shall be designated and		
	the	proposed use of sites other than residential shall be		
	not	ed.		
41.		y sections for which a waiver is specifically being		
	_	uested and a narrative paragraph explaining why the		
	Ap	plicant is entitled to such waiver.		
42.		of that application has been made to the Bergen		
		unty Planning Board.		
43.		of that a Soil Erosion and Sediment Control Plan has		
		n submitted to the B.C.S.C.D. if more than 5,000		
	_	are feet of ground is to be disturbed.		
44.	An	environmental impact statement if required.		

Borough of Allendale Land Use Board

${\bf Disclosure\ Statement-Appendix\ A}$

Name of Applicant	·• ·•			
Address:		City :		
State:	Zip:	Phone:	:()	
Applicant is a	Corporation	Partnership	Individual	
	or 10% interest in any	-	persons owning 10% of the ust be disclosed. List name	
Name:		Interest %		
Address:		City:	State:	
Name:		Interest %		
Address:		City:	State:	
Name:		Interest %		
Address:		City:	State:	
Name:		Interest %		
Address:		City:	State:	
Name:		Interest %		
Address:		City:	State:	
INTEREST OF AF	PPLICANT (Owner, Le	essee, Etc.)		
NAME OF OWNE	ER: (If Different from A	Applicant)		
Name of Applicant	's ATTORNEY:			
Address:		City:		
)	
Name of Applicant	s's ARCHITECT:			
Address:		City :		
State .	7in:	Phone: ()	

Name of Applicant	's SURVEYOR:		
Address:		City:	
State :	Zip:	Phone: ()	
Name of Applicant	's ENGINEER:		
Address:		City:	
State:	Zip:	Phone: ()	
Name of Applicant	's PLANNING CONSULTA	NT:	
Address:		City:	
State:	Zip:	Phone: ()	
Name of Applicant	's TRAFFIC ENGINEER:		
Address:		City:	
State:	Zip:	Phone: ()	

Borough of Allendale Land Use Board

Variance or Waiver Relief – Appendix B

Section	1 – APPLICATION FOR VARIANCE RELIEF
In conn	ection with your application for variance relief, please set forth:
1.	The section(s) of the ordinance regulations of the Borough of from which variance relief is requested:
2.	The nature of the variance relief requested:
3.	In what manner, in this particular case, the strict application of the foregoing ordinance regulations will result on practical difficulties or undue hardship upon you inconsistent with the general purpose and intent of said regulations:
4.	In what manner, in this particular case, there exist exceptional circumstances or conditions applicable to the premises which are the subject of this application, which do not apply generally to other premises located in the same zone district or neighborhood:
5.	In what manner, in this particular case, the granting of the variance relief requested will not be substantially detrimental to the public welfare or injurious to the premises in the area in which the premises which are the subject of this application are located:
Section	2 – APPLICATION FOR SUBDIVISION OR SITE PLAN RELIEF FROM DESIGN STANDARDS
	ection with your application for preliminary subdivision deviation relief or preliminary site plan deviation relief, set forth:
1.	The section(s) of the Residential Site Improvement Standards (RSIS) of the Borough of Allendale Land Subdivision or Site Plan Ordinances from which deviation relief is requested:
2.	In what manner, in this particular case, this literal enforcement of the provisions of said sections is impracticable and will exact undue hardship because of peculiar conditions pertaining to the premises which are the subject of this application:

Section 3 – APPLICATION FOR MODIFICATION OR WAIVER OR SITE PLAN AND/OR SUBDIVISION DETAILS.

In connection with your application for modification or waiver of site plan and/or subdivision details, please set forth:

1.	The Borough Ordinances or RSIS provision of requiring site plan and/or subdivision details which are purposely omitted from your development plan and the reasons for such omission:				
2.	The peculiar conditions applicable to the premises which are the subject of this application or applicable to the				
	proposed construction thereon, which render the omitted site plan and/or subdivision details unnecessary to properly evaluate your site plan and/or subdivision:				

Borough of Allendale Land Use Board

Variance or Waiver Relief – Appendix C

Schedule	Existing	Required	Provided	
Lot Area (Sq. Ft.)				
Lot Width (Sq. Ft	:.)			
Lot Depth (Sq. Ft	:.)			
Max. Coverage (%)			
Improved Lot Co	verage (%)			
Max. Bldg. Heigh	t (Stories/Feet)			
Min. Front Depth	າ (Ft.)			
Min. Rear Depth	(Ft.)			
Min. Side (Sum E	Both Each-Min) (Ft.)			
Floor Area Ratio				
Parking Stalls				
Handicapped sta	lls			
Loading Spaces				
Garage(s)/Stalls				
Distance of the r	pearest part of the lot(s)	to the pearest residentia		

Distance of the nearest part of the lot(s) to the nearest residential zone

BOROUGH OF ALLENDALE LAND USE BOARD APPLICATION FOR DEVELOPMENT

Applica	ation No	Application Perfected			
Filing I	Date	Nature of Disposition			
Time L	imitation Date	Date of Disposition			
	of Incomplete Application				
	ION I. APPLICANT HEREBY APPLIES	FOR:			
	Concept Review	Fee Paid			
	Preliminary Site Plan Approval	Legal & Engrg. Escrow Paid			
	Final Site Plan Approval	Taxes Paid			
	Sketch Plan Review and Classification				
	Minor Subdivision Approval				
	Major Preliminary Subdivision				
	Final Subdivision				
	Variance Relief Pursuant to 40:55D- 60	0 (c)			
	Subdivision or Site Plan Deviation relic	ef			
	Modification or Waiver of Subdivision	or Site Plan details			
	Conditional Use Approval				
	Other (Please Specify)				
SECTI	ION II. A. APPLICANT INFORMATIO	N:			
1.	Name of Applicant:	Phone:			
	Address of Applicant:				
2.	(If Applicant is other than an individual, co Name and Address of Applicants Attorney,	mplete Appendix A – Disclosure Statement) If Any:			
3.	Name and Address of owner of premises:				
4.	Correspondence is to be Addressed and Ma		_		
5.	The Premises Which Are the Subject of this Application Are Known as:				
			_ and		
	are shown as Lot in Block	on Sheet # or	ſ		
	Tax Map.				
6.	The size of the premise is series ; Depth:				

	The zone district in which premise are located is				
	Now located on premise is a				
	page				
	The grantee(s) named in said deed were The interest of the applicant in premise, if other than the owner, is:				
11.					
	B. SUBJECT PROPERTY SITE DATA				
Location	:				
Street A	ddress, Cross Streets or Other Identifications)				
Гах Мар	:: Page(s): Block(s): Lot(s):				
Dimensio	ons:				
Frontage	:feet Depth:feet Total Area:feet/acres				
Present 2	Zoning District:				
Present U	Jse of Subject Property:				
Is the pro	operty located on a MunicipalOr PrivateRoad?				
Proposed	I Use/Change				
premise.	in detail the exact nature of the application and to the changes to be made to the subject property, including proposed use of				
Propose	d Number of Buildings:				
Propose	d Gross Floor Area of all structures: Sq. Ft.				
Percenta	age of coverage by buildings:				
Percenta	age by impervious cover:				
Number	of existing lots:Proposed number of lots:				
_	d No. of dwelling units: d area to be disturbed : Sq. Ft.				

EXISTIN	g Building Height	·	
Propos	ed Building Heigh	t:	
Anticip	oated Number of E	Hours of Operation:	
Restric	tions, covenants, e	asements, association by-la	aws, existing or proposed on property:
Existin	g: Yes	No Proposed:	:
Attach	legible copies of d	leed restrictions.	
Does th	ne within proposal	affect a Municipal or State	e designated historic site and/or building? Yes No
	C - ZONING DA	.TA: <u>SEE ZONING SCHE</u>	DULE ANNEXED AS APPENDIX C
	(State current zone in which	1 lot(s) is located)
1.		ildings or signs now on the	onal sheets containing responses to the following); site? Yes No If yes, which if any, is the applicant
2.	** *	roposing to erect new signs ensions as depicted on plans	s on the site? Yes No If yes, describe proposed sign locations as and state whether the proposed sign(s) comply with Borough sign
3.	** *	roposing the removal of an comply with the Borough	•
4.	Is the site in conf	Formance with the Zoning C	Ordinance of the Borough?
5.	Identify the soils type.	at the site, using the U.S. S	SCS descriptions. What percentage of the site is covered by each soil
	Soil Map Unit	Percentage Cover	Acidity Erodibility Drainage
6.	Describe domina	nt flora and fauna at the site	e.
7. 8.			and/or vegetative species at the site? Yes No o your conclusions about threatened or endangered wildlife or species

9.	If endangered or threatened species are associated with the site, list them below.
10.	. Percentage of site with
	O to 10% slopes:
	10 to 15% slopes:
	15 to 20% slopes:
	20% slopes:
E. REV	VISIONS TO APPROVED PLANS: Please indicate prior Allendale LUB application numbers, the original
require	ements of the approved plan and the requested change or revision (attach separate sheet if necessary).
Section	1 III. APPLICATION INFORMATION
A.	Does the current owner or the applicant now own or have any interest in any other property which adjoins the
	premises which are the subject of this application?YesNo
	(If yes, describe the contiguous property by reference to the current tax map of Borough of
В.	Have the premises which are the subject of this application been the subject of Land Use Board action?
	YesNo (If yes, please attach a copy of the Land Use Board resolution to this application)
	(if yes, please attach a copy of the Land Ose Board resolution to this application)
C.	Are the premises which are the subject of this application located within 100 feet of a brook or located on a
	county road?YesNo. Do the said premises consist of more than one acre in area?
	YesNo – Does the proposed improvement on said premises involve the installation of more
	than five parking spaces?YesNo
D.	Is any portion of the premises which are the subject of this application intended to be dedicated or reserved for the
	public use? Yes No
E.	If this application is for final subdivision approval, does the final plat follow exactly the preliminary plat in regard
	to details and area covered?YesNo If not, indicate material changes
F.	If this application is for variance relief, has a decision been rendered or an order issued by the Borough Director
	of Buildings and Inspections?YesNo

I.	The details of the within application are shown on a certain plan entitled				
	Said plan is comprised of sheets.				
Section I	IV. INFORMATION TO BE SET FORTH IN APPENDIX B.				
i.	If this application is for various relief, pursuant to 40:55D-60 (c), please set forth in Appendix B, Section 1, hereof, all of the information requested.				
ii.	If this application is for subdivision or site plan standards relief, please set forth in Appendix B, Section 2 hereof, all of the information requested.				
iii.	. If this application is for modification or waiver of site plan or subdivision details, please set forth in Appendix B, Section 3 hereof, all of the information requested.				
Section V	V. AUTHORIZATION BY OWNER				
	is hereby authorized to file the within application with				
the Boro	ugh Clerk of the Borough of				
Dated:					
	OWNER				
Section V	VI. CERTIFICATION BY APPLICANT				
The unde	ersigned applicant does hereby certify that all of the statements contained in this application are true.				
The unde	ersigned applicant does hereby certify that an of the statements contained in this application are true.				
Dated:					
	APPLICANT				



THE BOROUGH OF ALLENDALE

NEW JERSEY

500 WEST CRESCENT AVENUE, ALLENDALE, NJ 07401 WWW.ALLENDALENJ.GOV

ARI BERNSTEIN MAYOR

200' PROPERTY OWNERS LIST REQUEST

FEE: \$10.00

DATE REQUESTED:		DATE PAID:	
REQUESTED BY:			
PHONE #:			
		QUALIFIER:	
ADDRESS:		·	
EMAIL ADDRESS:			
REMARKS:			

INITIALS: