

VARIANCE APPLICATIONS

CHECKLIST

- ___ Application form (22 copies).
- ___ Plats or plans (22 copies) signed and sealed by a NJPLS or NJPE, or Registered Architect, if required by law, and folded into 8ths with title box revealed.
- ___ Scale of not less than 1" equals 100', one of the following four standard sheet sizes (8-1/2"x13"; 15"x21"; 24"x36"; or 30"x42").
- ___ Key map of less than 1" equals 2,000 feet.
- ___ Title block:
 - ___ Name of subdivision or development, Califon Borough, Hunterdon County.
 - ___ Name, title, address and telephone number of subdivider or developer.
 - ___ Name, title, address and license number of the professional or professionals who prepared the plot or plan.
 - ___ Name, title and address of the owner or owners of record.
 - ___ Scale.
 - ___ Date of original preparation and of each subsequent revision thereof and a list of specific revisions entered on each sheet.
- ___ Acreage figures (both with and without areas within public rights-of-way) and north arrow.
- ___ Approval signature lines.
- ___ Existing block and lot number(s) and the lot(s) to be subdivided or developed as they appear on the Borough Tax Map.
- ___ Subdivision or development boundary line (heavy solid line).
- ___ The locations of existing and proposed property lines (with bearings and distances), streets, structures (with their numerical dimensions and an indication as to whether existing structures will be retained or removed), parking spaces, loading areas, driveways, watercourses, railroads, bridges, culverts, drain pipes, any natural features such as wetlands and tread areas, and any historic features such as family burial grounds and buildings more than 50 years old, both within the tract and within 200 feet of its boundary.
- ___ The location and width of all existing and proposed utility easements, the use(s) for which they are intended, and the manner in which the easements will be controlled.
- ___ Zoning districts affecting the tract, including district names and requirements.
- ___ Proposed buffer and landscaped areas.
- ___ Delineation of flood plains, including both floodway and flood fringe areas.

- _____ Contours as shown on the USGS topographic sheets.
- _____ Marshes, ponds and land subject to flooding within the tract and within 100 feet thereof.
- _____ The names of all adjacent property owners as they appear on the most recent Tax List prepared by the Borough Tax Assessor.
- _____ Certification from the Borough Tax Collector that all taxes and assessments are paid to date.
- _____ Concerning subdivisions only, existing and proposed monuments.
- _____ Road right-of-way dedication and improvements, as applicable.
- _____ Sight triangle easements, as applicable.
- _____ Deed descriptions, including metes and bounds, easements, covenants, restrictions, and roadway and sight triangle dedications.
- _____ Environmental Impact Statement, unless waived by the Board.
- _____ The Board reserves the right to require additional information before granting approval when unique circumstances affect the tract and/or when the application for development poses special problems for the tract and the surrounding area; provided however, that no application shall be declared incomplete for lack of such additional information.

Signature and title of personal who prepared checklist

Date

Checklist is taken from the Borough of Califon Land Use Ordinance Book and represents the following Ordinance as adopted: