



LAND USE APPLICATION CHECKLIST

ALL ITEMS LISTED BELOW MUST BE SUBMITTED TOGETHER IN PACKET FORM.

16 COMPLETE SETS OF SUBMITTALS ARE REQUIRED
APPLICATION WILL NOT BE ACCEPTED OTHERWISE.

MUST SUBMIT TO ADMINISTRATIVE OFFICER FOR COMPLETENESS REVIEW & AGENDA PLACEMENT.

(1) Land Use Application COMPLETELY filled out.

*Application must be signed by both the applicant & owner and must be notarized.

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(1) Copy of a SIGNED Certification from the Township Tax Collector

*Must be current to certify taxes and/or assessments on property are not delinquent.

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(4) Copies of any protective covenant, deed restrictions or easements

*IF any existed on the property.

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N/A ☐

(16) Sixteen copies of current survey or site plan to scale of the subject property

*Survey must reflect all existing/current improvements on the site.

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*All copies of surveys must also clearly indicate the proposed scope of work for said application.

(16) Sixteen copies of FOLDED complete plans.

*Complete plans to include: Architectural plans for proposed construction, any required Engineering plans and any additional supporting or relative professional reports/studies.

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(16) Sixteen copies of FAR Certification (floor area ratio)

*To be signed and sealed by NJ licensed engineer or architect.

*Required for Residential and Commercial - all additions, add a levels, new structures.

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N/A ☐

(16) Sixteen copies of a letter including any waivers being requested for the application.

*IF SIDEWALK WAIVER REQUEST- Items required are as follows:

- CURRENT Arial view of the subject property and its surrounding area showing all existing curbs and sidewalks, as well as NEAREST SCHOOL(S) within a minimum radius of 200 FT of the subject property seeking waiver.

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N/A ☐

***ALL FEES ARE DUE AT THE TIME OF SUBMISSION**

Associated application and Escrow fees - *Must be submitted as Separate checks.*

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Application Fee: Bulk Variance - \$500 PER Bulk / "C"

Use Variance - \$1000 PER Use / "D"

**Single family home variance applications are exempt from escrow fees.*

(1) USB with PDF - digital copies of all documents included in submission.

**Email to board secretary including PDFs of all documents is also accepted.*

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***ALL USE/ "D" Variances require a mandatory stenographer to be present at all hearings. § 39-12.25**

_____ Planning Board

_____ Zoning Board of Adjustment



Township of Edison
100 Municipal Boulevard
Edison, New Jersey 08817

VARIANCE APPLICATION

PLEASE TYPE OR PRINT LEGIBLY

DATE OF MEETING: _____

DATE DEEMED COMPLETE: _____

APPLICATION # _____

HEAR BY: _____

SITE PLAN: _____

SUBDIVISION: _____

APPLICANT: _____

OWNER: _____

ADDRESS: _____

ADDRESS: _____

PHONE: _____ EMAIL: _____ PHONE: _____ EMAIL: _____

AN APPLICATION IS HEREBY MADE FOR VARIATION OF THE EDISON TOWNSHIP ZONING ORDINANCE:

Describe the purpose of the BULK or USE Variance: _____

****THE SECTION BELOW HAS TO BE FILLED OUT IN ITS ENTIRETY BY THE APPLICANT OR HIS/HER ATTORNEY****

<u>SECTION NUMBER</u>	<u>SPECIFY WHICH REQUIREMENT AREA, YARD, BUILDING, ETC.</u>	<u>REQUIRED</u>	<u>PROPOSED</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Describe the present use of the property: _____

The affected property is located in the _____ Zone and located at _____

and designated as Block # _____ Lot # _____ on the Edison Township Tax Map.

SWORN TO BEFORE ME THIS _____ DAY

OF _____ 20 _____.

Notary Public

Applicant's Signature

Property Owner's Signature