

Name of Applicant Wayne L. & Betsy Caivano Email blcaivano@gmail.com

Address 257 Hollow Road Phone (Daytime) 609-466-3879

City Skillman State NJ Zip 08558 (Fax) _____

Applicant interest in property (owner, lessee, etc.) Owner

Name of Owner (if not applicant) _____

Address _____

City _____ State _____ Zip _____ Phone _____

When property was acquired by applicant 7/6/92

Tax Map Page 33 Block 12001 Lot 14 & 16

Address of property 257 & 243 Hollow Road, Skillman, New Jersey 08558

Present Use of Property: Residential

Proposed Use of Property: Residential

Development Name Caivano

Is the property served with public sewer system? Yes _____ No X

Is the property served with public water system? Yes _____ No X

Is the applicant willing to dedicate land for the widening of roads in compliance with Township and/or County Master Plan? Yes X No _____

Is the proposed use located on a Municipal X County _____ State _____ road?

Area of property 3.65 acres or _____ sq. ft.

Frontage on an improved street _____ ft. Present Zoning: R-2

Number of Lots: Existing 2 Proposed 2

Number of buildings: Existing 1 Proposed 1

Proposed principal building height: N/A Proposed accessory building height N/A

Gross square footage of proposed building(s) N/A

Floor area of all structures: Existing _____ Proposed No Change

Percentage of coverage by buildings @ 2% (<10%) by impervious coverage <15%

Bulk restrictions provided: Front Yard 75' Side Yard 40' Rear Yard 75' Height <35'

Parking spaces required Existing and provided Existing to remain unchanged

Has a subdivision previously been granted? _____ Date _____

Has a variance previously been granted? _____ Date _____

If previous applications were applied for please indicate the case number(s) _____

Are there any existing or proposed covenants or deed restrictions on the property? _____

If yes, explain _____

Is a variance requested? Yes ☒ No () No. of variances requested _____

TYPE OF APPLICATION Minor Subdivision/Lot Line Adjustment

Existing condition has twelve (12) conformities or variance conditions while the proposed conditions shall have none.

Describe in detail section of Zoning Ordinance from which applicant seeks design waivers: _____

Section 16-5.6d amount of trees to be planted per gross area 14 acres vs. none proposed

Describe in detail section of Zoning Ordinance from which applicant seeks submission waivers: _____

Minor subdivision checklist has #28, 29 & 48. Section 16-8.3b17 NJDEP wetland LOI existing & proposed contours, critical areas. (No new site improvements proposed with this application)

PLANS

Name of Engineer/Surveyor: Pamela Mathews, PE, LS Email pmathews@vancleefengineering.com

Address: Van Cleef Engineering Associates, LLC, 32 Brower Lane, P.O. Box 5877

City Hillsborough State NJ Zip 08844 Phone 908-359-8291 Fax 908-359-1580

Name of Architect: _____ Email _____

Address: _____

City _____ State _____ Zip _____ Phone _____ Fax _____

CERTIFICATION

I hereby certify that the information and exhibits herewith submitted are true and correct to the best of my knowledge and that I am to file this application and act on behalf of the signatories of the attached authorization. I further authorize Township Officials to inspect the site noted above.

DATED: 9/17/2020 Betsy Caivano
(Owner's Name Printed and Owner's Signature) Wayne L. & Betsy Caivano

SWORN TO AND SUBSCRIBED BEFORE

THIS 17th day of September
2020
Kristen M. Macholtz
(Notary)

Kristen M. Macholtz
Commission # 50077549
Notary Public, State of New Jersey
Commission Expires
February 26, 2023

Persons to be contacted regarding matters pertaining to this application, if other than applicant.

APPLICANT'S ATTORNEY:

Name: _____

Name: Michael Fedun, Esq. c/o Singer & Fedun, LLC

Address: _____

Address: 2230 Route 206, P.O. Box 134

Belle Mead, New Jersey 08502

Phone: _____

Phone: 908-359-7873

Fax: _____

Fax: 908-359-0128

I, the developer/applicant, as signed below, acknowledge familiarity with the procedure set forth in the Montgomery Township Land Development Ordinance for submittals and required action and agree to be bound by it.

9/17/2020

Date

Wayne L. & Betsy Caivano
Wayne L. & Betsy Caivano
Applicant's Name Printed and Applicant's Signature

AGREEMENT TO PAY FOR PROFESSIONAL REVIEW

THIS AGREEMENT made this 17 day of SEPTEMBER 2020 between:

Name: Wayne L. & Betsy Caivano

Address: 257 Hollow Road, Skillman, New Jersey 08558

Type of Application: Minor Subdivision/Lot Line Adjustment Block: 12001 Lot 14 & 16

Hereinafter call "Applicant"

and:

The Township of Montgomery, in the County of Somerset, a municipal corporation of the State of New Jersey, hereinafter call "Township"

WITNESSETH

That the Applicant has submitted a development application to the Township's Planning Board/Zoning Board for consideration in accordance with the New Jersey Municipal Land Use Law and the Montgomery Township Land Use Ordinances and Applicant hereby covenants and agrees as follows:

1. Applicant agrees to pay all costs related to the Township's review and administration of the proposed application with said costs including but not limited to:
 - A. Review by the Development Review Committee, which entails professional consultant costs for: Planner, Engineering, Legal and other extraordinary consultant services as may be required by the Township;
 - B. Full application professional review by the Site Plan Committee, Subdivision Committee, Planning Board, and Zoning Board, which entails professional consultant costs for: Planner, Engineering, Legal and other extraordinary consultant services as may be required by the Township;
2. Applicant understands and agrees to pay all costs as set forth above from the date of initial application submission through the Township's signature of approved plans which shall include any costs for extensions and revalidation's.
3. Applicant understands and agrees to deposit with the Township's Planning/Zoning Office an initial application filing fee which is non-refundable and an initial escrow deposit in accordance with Section 16-9.1 of the Land Development Ordinance.
4. Applicant understands and agrees that the Township will withdraw from said escrow deposit to cover costs as set forth in Section 1 above.
5. Applicant understands and agrees to pay within TEN BUSINESS DAYS of receipt of the Township's statement/billing all additional costs as may be incurred and billed to the applicant by the Township relative to the review and administration of the application even if the costs of said review and administration exceed the initial escrow deposit.
6. Applicant understands and agrees that in the event Applicant fails to pay a billed amount the Township may discontinue Planning Board/Zoning Board review and consideration on said application or if Planning Board/Zoning Board approval has been previously given Township may deny issuance of a construction permit and/or certificate of occupancy or if permit has been previously issued Township may initiate a Stop Work Order.
7. Township agrees to refund to applicant any escrow sum deposited with Township for review and administration of the application and neither spent nor needed by Township. A refund will be issued upon request by Applicant by Township following completion of the Township's review and administration of the application.
8. **APPLICANT AGREES AND UNDERSTANDS THAT IT IS INCUMBENT ON APPLICANT TO PERIODICALLY MONITOR THE STATUS OF SAID ESCROW ACCOUNT. APPLICANT AGREES AND UNDERSTANDS THAT RESPONSIBILITY TO PAY ALL ESCROW CHARGES IS THE APPLICANT'S EVEN IF APPLICANT SELLS OR CONVEYS SAID PROPERTY CITED ABOVE TO ANOTHER PARTY.**

Wayne L. & Betsy Caivano

APPLICANT'S NAME (PRINTED)

Betsy Caivano
APPLICANT'S SIGNATURE

9/17/2020
DATE

ESCROW ACCOUNTING ADMINISTRATIVE PROCEDURE

The following is a procedure to ensure proper control of payments to professionals reviewing and billing against applications for development within Montgomery Township;

A. GENERAL CONSIDERATION

1. Professionals will be primarily responsible to review applications in light of their own professional expertise.
2. The Community Development Department will be responsible for the administration and processing of professionals bills to the Township Finance Director.
3. All correspondence shall reference a case number, block and lot, and application name and address.
4. Applicants are to receive a copy of professional memoranda or reports at the same time as the Township.
5. Professional's invoices to the Township may include but not be limited to report writing, field inspections, attendance at meetings with Township representatives, attendance at municipal meetings where applications are heard, and meeting with applicants.
6. The Director of Community Development will be the responsible agent of the Township for coordinating meetings among the various professionals employed by the Township to discuss development applications.

B. SPECIFIC AREAS OF RESPONSIBILITY OUTLINED

1. The Engineer is responsible for reviewing the design of projects and reviewing public and semi-public improvements connected with development applications.
2. Planners are responsible for project designs, comments relating to the Master Plan and Ordinances.
3. The Landscape Architect is responsible for landscaping reviews of applications.
4. The Traffic Engineer is responsible for commenting on traffic and transportation aspects of applications.
5. The Planning Board or Board of Adjustment Attorney is responsible for legal representation of the Planning Board or Board of Adjustment at meetings and any legal aspects of development plan review and approval, as well as litigation concerning projects.
6. The Township Attorney is responsible for legal aspects of public improvements and any legal contractual aspects of the application process to which the Township is a party.
7. The Environmental Consultants are responsible for reviewing Environmental Impact Statements submitted with an application.
8. The Application Coordinator is responsible for general administration throughout the application review process and is also responsible for completeness items and issues within applications.
9. The Director of Finance is responsible for establishing escrow accounts, maintaining a ledger of the accounts and payment of professionals' invoices following approval by the Community Development Department.

C. BILLING

1. Since professionals are appointed by, and work directly for, the Township, bills will be sent to the Community Development Department for checking and routing. Invoices will, at a minimum, indicate individuals who performed work, the time spent, and the billing rate.
2. Bills are checked for the following:
 - A. Correct case numbers;
 - B. Correct block and lot(s) numbers
 - C. Correct application names
3. Bills are checked against ledger balances to avoid overdrafts.
4. When accounts are close to becoming over-extended, further funds will be requested of applicants.

**ESCROW ACCOUNTING ADMINISTRATIVE PROCEDURE
(CONTINUED)**

5. Failure by applicants to maintain sufficient positive escrow balances may subject applications to delays in review.
6. Professionals billing against escrow accounts must send a duplicate copy, marked or stamped, **"FOR INFORMATIONAL PURPOSES ONLY"** to the applicant at the same time the bills are sent to the Township.

D. QUESTIONS CONCERNING BILLINGS

1. Applicant inquiries regarding billing must be made in writing to the Director of Community Development specifying concerns, in detail, within two weeks of date of invoice.
2. Invoices will be scrutinized a second time for possible billing errors.
3. The Director of Community Development will determine the appropriateness of the billing, make a decision on whether or not the bill will be paid, and inform both parties concerned.

Applicant agrees and understands the "Escrow Accounting Administrative Procedure" and agrees to be bound by same.

Wayne L. & Betsy Caivano

APPLICANT'S NAME (PRINTED)

Betsy Caivano

APPLICANT'S SIGNATURE

9/17/2020

DATE

MONTGOMERY TOWNSHIP PLANNING/ZONING BOARDS

Application for Bulk Variance

(See N.J.S.A. 40:55D-70(c) and Zoning Ordinance)

1. Application is hereby made for a variance from the strict application of the following provisions of the Zoning Ordinance: (Specify sections of Ordinance involved):
Section 16-4.2d: Front yard setback, proposed @ Lot 27.01 after R.O.W. dedication.

2. Applicant requests a variance to the following extent: (Set forth specific variance requested):
The front yard setback for the existing dwelling on proposed reconfigured Lot 27.01 shall be 60.6 feet versus
75 feet required.

ANSWER BOTH NUMBERS 3 AND 4 OR ANSWER NUMBER 5 AS APPLICABLE

3. The strict application of said provision would result in: (Complete one or both of the following in detail)

A. The following peculiar and exceptional practical difficulties:

The existing dwelling would have to be relocated to eliminate the front yard setback variances regarding the
existing conditions.

B. The following exceptional and undue hardship:

The proposed lot line adjustment shall eliminate twelve existing variance conditions and provide for a more
traditional lot configuration.

4. Said difficulties or hardship are by reason of (complete one of the following in detail):

A. Exceptional narrowness, shallowness or shape of the property (describe):

B. Exceptional topographic conditions or physical features uniquely affecting the property (describe):

C. Reasons unique and peculiar to the lands or buildings for which the variance is sought and do not apply generally to lands or buildings in the neighborhood, because:

The proposed lot line adjustment shall eliminate the twelve existing variance conditions.

Application for Bulk Variance (Continued)
(See N.J.S.A. 40:55D-70(c) and Zoning Ordinance)

5. The following purpose of the Zoning Act would be advanced by a deviation from the Zoning requirements; and,
Maintain the existing dwelling conditions while providing adequate light, air and population densities.

6. The requested variance is the minimum reasonably needed, because:
Requested variance for conditions associated with existing conditions and property area and shape limitations.

7. The benefits of the proposed deviation would substantially outweigh any detriment because:
The variance shall allow existing physical dwelling conditions to remain while eliminating the existing non-compliant conditions.

8. The variance requested will not result in substantial detriment to the public good because:
Because the variance is for existing conditions regarding the existing dwelling and shall eliminate twelve existing non-conformities.

9. The variance will not substantially impair the intent and purpose of the Zoning Ordinance and Master Plan because:
The variance is for existing conditions and due to voluntary R.O.W. dedication. The proposed lot line adjustment shall eliminate twelve existing non-conformities.

MONTGOMERY TOWNSHIP PLANNING/ZONING BOARDS

Applicant's Disclosure Statement

(Corporation or Partnership)

See N.J.S.A. 40:55D-48.1 and 48.2 and Zoning Ordinance

A Corporation or Partnership applying to the Planning Board or Zoning Board of Adjustment for:

- A. Subdivision with three (3) or more lots; or
- B. Site Plan for Commercial Purpose; or
- C. Variance to construct multi-dwelling or twenty-five (25) or more family units;

must complete the following:

The names and addresses of all persons, stockholders, or individual partners owning at least ten percent (10%) interest in the corporation, partnership, or applicant are as follows:

Name	Address
<u>Betsy Caivano</u>	<u>257 Hollow Road, Skillman, New Jersey 08558</u>
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MONTGOMERY TOWNSHIP PLANNING/ZONING BOARDS

Affidavit of Ownership

STATE OF NEW JERSEY)

ss

COUNT OF SOMERSET)

Wayne L. & Betsy Caivano of full age being duly sworn according to law on oath deposes and says
that the deponent resides at 257 Hollow Road in the Township of Montgomery
in the County of Somerset and State of New Jersey that Wayne L. & Betsy Caivano
is the owner in fee of all that certain lot, piece or parcel of land situated, lying and being in the Township of
Montgomery, New Jersey, and known and designated as Block 12001 Lot 14.

DATED 9/17/2020 Betsy Caivano
Owner's Name Printed and Owner's Signature Wayne L. Caivano

DATED 9/17/2020 Betsy Caivano
Owner's Name Printed and Owner's Signature Betsy Caivano

SWORN TO AND SUBSCRIBED TO BEFORE ME

THIS 17th DAY OF September 2020.

Kristen M. Macholtz
(Notary Public)

Kristen M. Macholtz
Commission # 50077549
Notary Public, State of New Jersey
Commission Expires
February 26, 2023

AUTHORIZATION

(If anyone other than the above owner is making this application, the following authorization must be executed.)

To the Board of Adjustment/Planning Board:

_____ is hereby authorized to make the within application.

DATE: _____, 2020.

Owner's Name Printed and Owner's Signature

} CHECK LIST }

**Details Required For
Minor Subdivision Plats
And
Minor Site Plans**

Note: See Section 16-8.3 of the Montgomery Township Land Development Ordinance for further details of submission requirements and procedures.

Applicant Betsy Caivano **Block** 12001 **Lot** 14 & 16

Address 257 & 243 Hollow Road, Skillman, NJ 08558

Item #	Provided	Not Relevant	Waiver Asked For	Item Of Information Required By The Land Development Ordinance
1	X			Application Form(s) and Checklist(s).
2	X			Application and Escrow Fees in accordance with Section 16-9.1.
3	X			Plats or Plans signed and sealed by a N.J.P.L.S. or N.J.P.E., as required, and folded into eighths with the Title Block revealed in accordance with Subsection 16-8.3 b. of this chapter.
4	X			Existing Protective Covenants, Easements and/or Deed Restrictions.
5	X			Scale of 1" equals not more than 100' for minor subdivision plats or 1" equals not more than 50' for minor site plans on one of the following four (4) standard sheet sizes (8½" x 13", 15" x 21", 24" x 36" or 30" x 42"), each with a clear perimeter border at least 1" wide.
6	X			Key Map at 1" equals not more than 2,000'.
7	X			Title Block in accordance with the rules governing "title blocks" for professional engineers (N.J.S.A. 45:8-36), including:
8		X		Name of the development, Township of Montgomery, Somerset County, N.J.;
9	X			Name, title, address and telephone number of applicant;
10	X			Name, title, address, telephone number, license number, seal and signature of the professional or professionals who prepared the plat or plan;
11	X			Name, title and address of the owner or owners of record;
12	X			Scale (written and graphic); and
13	X			Date of original preparation and of each subsequent revision thereof and a list of specific revisions entered on each sheet.
14	X			North Arrow.
15	X			Certification that the applicant is the owner of the land or his/her properly authorized agent, or certification from the owner that he or she has given his/her consent under an option agreement.

Minor Site Plan and Minor Subdivision Checklist (cont.)				
Item #	Provided	Not Relevant	Waiver Asked For	Item Of Information Required By The Land Development Ordinance
16		X		If the applicant is a partnership or a corporation, the names and addresses of all partners, or the names and addresses of all stockholders owning ten percent (10%) or more of any class of stock of the corporation in accordance with N.J.S.A. 40:55D-48.1 et seq.
17	X			Acreage of the existing lot and, in the case of minor subdivisions only, acreage of the proposed lot(s) to the nearest tenth of an acre (both within and without areas within public rights-of-way) and a computation of the area of the tract to be disturbed.
18	X			Approval signature and date lines for the Chairman, Secretary of the Board and the Township Engineer.
19	X			Existing tax sheet number(s) and existing block and lot number(s) of the lot(s) to be subdivided or developed as they appear on the Township Tax Map, and proposed block and lot number(s).
20	X			The name(s) and block and lot number(s) of all property owners within two hundred (200) feet of the extreme limits of the tract as shown on the most recent tax list prepared by the Township Tax Assessor.
21	X			Tract boundary line (heavy solid line), any existing or proposed subdivision or property line(s) within the tract, and any property line(s) to be removed clearly delineated.
22	X			Zoning districts(s) affecting the tract, including district names and all requirements, with a comparison to the proposed development.
23	X			The location 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, natural features such as treed areas, and any historic features such as family burial grounds and buildings more than fifty (50) years old, both within the tract and within two hundred (200) feet of its boundary.
24	X			The names, location and width of all existing and proposed easements and rights-of-way, the use(s) for which they are intended to be limited, the manner in which the easements will be controlled, to whom they will be granted.
25	X			All dimensions necessary to confirm conformity to the chapter, such as the size of the tract and any proposed lot(s), the number of lots being created, structure setbacks, structure heights, yards floor area ratios, building and lot coverages, the amount of contiguous net useable acreage, the delineation of all "critical areas", and the inscription of a 205 foot diameter circle, where required for residential uses.

Minor Site Plan and Minor Subdivision Checklist (cont.)				
Item #	Provided	Not Relevant	Waiver Asked For	Item Of Information Required By The Land Development Ordinance
26	X			The location and identification of existing vegetation with an indication as to whether it is to remain or be removed, with the limits of disturbance clearly indicated on the plan, and any proposed buffer and landscaped areas, including a landscaping legend or a note addressing compliance with the landscaping requirements in Section 16-5.6 of this chapter.
27	X			Delineation of flood plains, including both floodway and flood fringe areas, and Township stream corridors, both within the tract and within one hundred (100) feet of its boundary, and the source and date of the flood plain information.
28			X	Delineation of ponds, marshes, wetlands, wetland transition areas, hydric soils, and lands subject to flooding within the tract and within one hundred (100) feet thereof. For delineated wetlands, a copy of the applicant's request for a Letter Of Interpretation (LOI) from the New Jersey Department of Environmental Protection (NJDEP) and the accompanying plan, or where an LOI has been received, a copy of the NJDEP LOI and stamped approved plan shall be submitted.
29			X	Existing and proposed contours with intervals of two (2) feet, except where one (1) foot contours are required in Subsection 16-5.2 m.3. of this chapter to be shown in the area of disturbance, and an indication of steep sloped areas.
30		X		Plans of proposed improvements and utility layouts, if applicable.
31		X		Drainage calculations and proposed drainage improvements and details, where required. Stormwater management facility and plan as may be required in Section 16-5.2 and submission requirements set forth in Subsection 16-5.2 m.3., if applicable.
32		X		Plans for Soil Erosion and Sediment Control as required by N.J.S.A. 4:24-39 et seq. and in accordance with the Somerset County Soil Conservation District, where disturbance is greater than 5,000 square feet.
33	X			Concerning minor subdivisions only, existing and proposed monuments in accordance with the Map Filing Law, N.J.S.A. 46:23-9.9.
34		X		Concerning minor site plans only, the location of and details for all exterior lighting, signs, circulation and parking, and the separation and storage of recyclable materials.
35	X			Additional right-of-way, either along one (1) or both sides of said street(s), as applicable.
36	X			Sight triangle easements shall be shown and granted as specified in this chapter for corner lots or for intersections of a street with a driveway providing ingress and/or egress to non-residential development.

Minor Site Plan and Minor Subdivision Checklist (cont.)				
Item #	Provided	Not Relevant	Waiver Asked For	Item Of Information Required By The Land Development Ordinance
37	X			Any existing protective covenants or deed restrictions applying to the land being developed shall be submitted with the application and/or indicated on the submitted plat or plan. Any proposed deed descriptions, easements, covenants, restrictions and roadway and sight triangle dedications, including metes and bounds as applicable, shall be submitted for approval and required signatures prior to filing with the County Recording Officer.
38	X			If the proposed lot(s) is (are) not served by a sanitary sewer, three (3) copies of the plan approved by the Township Board of Health, with date of approval, of site evaluation tests, certified by a licensed professional engineer, indicating that the proposed lot(s) can adequately accommodate a septic system. The location(s) of the test hole(s) and boring(s), soil logs, proposed location of the septic disposal areas and reserve areas, test results, soil types, percolation rates and compliance with the "Individual Sewage Disposal Code of New Jersey" or applicable Township Board of Health Codes, whichever may be more restrictive, shall be shown on the plat and certified by a licensed professional engineer.
39		X		If the application meets the definition of major development by increasing the impervious coverage by more than one quarter acre or 10,890 square feet or by ultimately disturbing one (1) or more acres of land per Section 16-5.2 e. of this chapter, then stormwater design requirements are required to be addressed pursuant to Section 16-5.2, with submission requirements set forth in Subsection 16-5.2 m.3. of this chapter, as follows and as may be required by the Board Engineer:
40		X		Topographic Base Map per Subsection 16-5.2 m.3.(a);
41		X		Environmental Site Analysis included in the Stormwater Management Report per Subsection 16-5.2 m.3.(b);
42		X		Project Description in the Stormwater Management Report and Site Plan per Subsection 16-5.2 m.3.(c);
43		X		Land Use Plan per Subsection 16-5.2 m.3.(d), including: (1) New Jersey NonStructural Stormwater Measures Strategies point system, Low Impact Checklist, detailed narrative and illustrative maps; (2) Development description to meet erosion control, groundwater recharge, stormwater runoff quantity and quality standards; and (3) LEED project checklist with narrative.
44		X		Stormwater Mapping per Subsection 16-5.2 m.3.(e), including: (1) Area to be developed at one (1) foot contours; (2) Soil boring locations; (3) Detailed design; (4) Utility Plan; and (5) Grading Plan;
45		X		Stormwater Calculations and Soils Report per Subsection 16-5.2 m.3.(f); and
46		X		Operations and Maintenance Plan per Subsection 16-5.2 m.3.(g).

Minor Site Plan and Minor Subdivision Checklist (cont.)				
Item #	Provided	Not Relevant	Waiver Asked For	Item Of Information Required By The Land Development Ordinance
47		X		Concerning minor site plans only involving the storage of hazardous substances, a proposal for the means of storage of hazardous substances in accordance with Ordinance No. 81-85.
48			X	If a survey is referenced, a copy of a signed and sealed survey by a licensed New Jersey land surveyor, showing the tract boundary, topographic information, existing conditions, and all "critical areas", as defined by this chapter.
49	X			Certification from the Township Tax Collector that all taxes and assessments are paid to date, and certification from the Chief Financial Officer or his/her designee that all prior escrow fees have been posted.
50		X		A list of all known licenses, permits and other forms of approval required by law for the development and operation of the proposed project, including approvals required by the Township, as well as agencies of the County, State and Federal government, and evidence of the submission of the application(s) for other agency approvals having jurisdiction over the application and/or required by the Township Engineer. Copies of granted approvals or note where approvals are pending shall be submitted.

NOTE: The Board reserves the right to require additional information before granting minor approval when unique circumstances affect the tract and/or when the application for development poses special problems for the tract and surrounding area. Such information may include, but not be limited to, an Environmental Impact Statement and/or Traffic Impact Statement, provided, however, that no application shall be declared incomplete for the lack of such additional information.




SIGNATURE AND TITLE OF PERSON WHO PREPARED CHECK LIST. DATE.

Michael K. Ford, P.E.

) CHECK LIST)

**Details Required
For
Variance Applications**

Note: See Subsection 16-8.2 c. of the Montgomery Township Land Development Ordinance for further details of submission requirements and procedures.

Applicant Betsy Caivano **Block** 12001 **Lot** 14 & 16

Address 257 & 243 Hollow Road, Skillman, New Jersey 08558

Item #	Provided	Not Relevant	Waiver Asked For	Item Of Information Required By The Land Development Ordinance
1	X			Application Form(s) and Checklist(s) (8 copies).
2	X			Application and Escrow Fees in accordance with Section 16-9.1.
3	X			Sketch plats or plans (8 copies) or related material outlining the location, nature and extent of any variance(s) requested, which may be provided on a signed and sealed survey of the property prepared by a licensed land surveyor.
4	X			Title Block:
5	X			Name, title, address and telephone number of applicant;
6	X			Name, title, address, telephone number, license number, seal and signature of the professional or professionals who prepared the plat, plan, and/or survey;
7	X			Name, title and address of the owner or owners of record;
8	X			Plan scale; and
9	X			Date of original preparation and of each subsequent revision thereof.
10	X			Acreage figures (both with and without areas within public rights-of-way).
11	X			North Arrow.
12	X			Certification that applicant is the owner of the land or his properly authorized agent, or that the owner has given his consent under an option agreement, either on the plat or plan or in the application.
13	X			The location of existing property lines (with bearings and distances), streets, structures (with their numerical dimensions and an indication of whether existing structures will be retained or removed), parking spaces, loading areas, driveways, watercourses, railroads, bridges, culverts, drain pipes, any natural features, and any historic features such as family burial grounds and buildings more than fifty (50) years old, both within the tract and within two hundred (200) feet of its boundary.
14		X		Approval signature lines, for "d" variance applications only.

Variance Checklist (cont.)				
Item #	Provided	Not Relevant	Waiver Asked For	Item Of Information Required By The Land Development Ordinance
15	X			Existing block and lot number(s) of the lot(s) as they appear on the Township Tax Map.
16	X			The location and width of all existing and proposed easements and rights-of-way, the use(s) for which they are intended, and to whom they will be granted.
17	X			Zoning district(s) applicable to the tract, including district names and all area and bulk requirements, with a comparison to the proposed development.
18		X		Existing and proposed landscaped and wooded areas.
19		X		Delineation of any flood plains and Township stream corridors.
20		X		Wetlands and wetland transition areas.
21		X		Designation of topographic slopes fifteen percent (15%) or greater.
22		X		Designation of any hydric soils, as noted in Subsection 16-6.4 g.
23	X			The names and addresses of all property owners within 200 feet the subject property, including block and lot numbers as they appear on the most recent tax list prepared by the Township Tax Assessor.
24	X			Certification from the Township Tax Collector that all taxes and assessments are paid to date and certification from the CFO or his/her designee that all prior escrow fees have been posted.
25		X		A sketch of the proposed addition or new construction for which a variance is sought, demonstrating how same is architecturally consistent with the existing structure or an improvement thereof.
26		X		A written statement describing the exact proposed use requested, for "use" variance applications only. The statement should include hours of operation, number of employees, and other pertinent information to aid the Board in a full understanding of the proposed use.
27		X		Environmental Impact Statement, for "d" variances only (see Subsection 16-8.4 c.).
28		X		Stormwater management methods, only for "d" variances and for "c" variances for lot coverage (see Subsection 16-5.2 c.3.)




SIGNATURE AND TITLE OF PERSON WHO PREPARED CHECK LIST DATE
 Michael K. Ford, P.E.

FEE AND ESCROW DEPOSIT

(See Section 16-9.1 of the Land Development Ordinance)

Type of Application	Non-refundable Fee	Escrow
Subdivisions:		
Minor Plat	\$350.00	\$2,500.00
Preliminary Plat	\$600.00	\$300.00 per lot plus \$2,250.00
Final Plat	\$400.00	\$75.00 per lot plus \$1,500.00
Informal Presentation of Plan		
(1) Minor Plat	\$200.00	\$0.00 without professional review; \$1,000.00 with professional review
(2) Major Plat	\$400.00	\$0.00 without professional review; \$150.00/acre or part thereof plus \$6.00/dwelling unit and \$0.15/square foot or site area being disturbed, provided a minimum of \$2,000.00 shall be deposited
Site Plans		
Minor Plat	\$200.00	\$2,000.00
Preliminary Plat		
Residential	\$600.00	\$100.00/acre or part thereof plus \$6.00/dwelling unit and \$0.05/square foot of site area being disturbed, provided a minimum of \$500.00 shall be deposited
Non-Residential	\$600.00	\$600.00/acre or part thereof plus \$0.15/square foot of the site area being disturbed, provided a minimum of \$4,000.00 shall be deposited
Final Plat		
Residential	\$400.00	\$50.00/acre or part thereof plus \$6.00/dwelling unit and \$0.05/square foot of site area being disturbed, provided a minimum of \$500.00 shall be deposited
Non-Residential	\$400.00	\$300.00/acre or part thereof plus \$0.15/square foot of site area being disturbed, provided a minimum of \$2,000.00 shall be deposited
Informal Presentation of Plan		
(1) Minor Plat	\$200.00	\$0.00 without professional review; \$1,000.00 with professional review
(2) Major Plat	\$400.00	\$0.00 without professional review; \$150.00/acre or part thereof plus \$6.00/dwelling unit and \$0.03/square foot of site area being disturbed, provided a minimum of \$2,000.00 shall be deposited