

## SCHEDULE "A"

### GENERAL REQUIREMENT FOR ALL APPLICATIONS

<b>Applicant</b>	<b>Submit this completed Checklist with application. Board</b>	<i>Use the</i>
<b>Verification</b>	<b>Applicant Verification Column to verify</b>	<b>Verification</b>
(✓)	<i>submission of required items.</i>	(✓)

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|-----|----|---|-----|
| ( ) | 1. | <b>Four (4) hard copies</b> of the appropriate completed application form, and checklist(s), and any other relevant documents identified on Schedule A. If any item is not applicable (N/A) to the Applicant, it should so be indicated on the application form(s). | ( ) |
|-----|----|---|-----|

**An electronic copy of the application must be sent to the Board Secretary via email.**

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|-----|----|--|-----|
| ( ) | 2. | Certificate that taxes are paid.   | ( ) |
| ( ) | 3. | Receipt indicating that fees are paid.   | ( ) |
| ( ) | 4. | <b>Four (4) hard copies</b> of any required plot plan, site plan, or subdivision plan. | ( ) |

**An electronic copy of the required plot plan, site plan, or subdivision plan must be sent to the Board Secretary via email.**

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| ( ) | 5. | Affidavit of ownership. If Applicant is not the owner, Applicant's interest inland; e.g., tenant, contract/purchaser, lien holder, etc. | ( ) |
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| ( ) | 6.  | One of the following:   | ( ) |
|     | (a) | A letter of interpretation (LOI), or letter of absence, 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 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.

NOTE: The Planning Board may waive the above requirements where it can be established by applicant to the satisfaction of the Board that no wetlands exist on site or on contiguous property owned by the applicant, or wetlands if existent will not be disturbed by the proposed activity.

- ( ) 7. If a corporation or partnership, list the names and addresses of all stockholders or individual partners owning at least 10% of its stock of any class as required by N.J.S. 40:55D-48.1 et seq. ( )
- ( ) 8. Number of witnesses and their expertise, if any. ( )
- ( ) 9. If the application will require a public hearing submit a copy of the *intended* public notice and list of property owners within 200 feet certified by the Township Tax Assessor. ( )
- ( ) 10. Statement as to any application requirements for which a waiver is sought, together with a statement of reasons why waivers should be granted. ( )
- ( ) 11. A list of all other requirements or standards of the Township Land Use Ordinance that are not met by the application and for which waivers or variances are requested. ( )