

## CHECKLIST

### **Variance or Conditional Use Applications Related to Single-Family Homes [Amended 7-15-2013 by Ord. No. 14-2013]**

The documents, details and information contained herein are required for approval of a variance or conditional use related to a single-family home, unless specifically waived by the approving authority.

Note: See § 148-100 of the Readington Township Land Development Ordinance for further details of submission requirements and procedures.

1. \_\_\_ Application forms and checklist (20 completed copies).
2. \_\_\_ Application fees and escrow fees in accordance with Article XI, Fees, Guaranties, Inspections and Off-Tract Improvements.
3. \_\_\_ Plats or plans (20 copies) clearly and legibly drawn accurately showing conditions.
4. \_\_\_ Scale of not less than 1" = 100'.
5. \_\_\_ Copies of any covenants, restrictions and easements related to the deed or property (20 copies).
6. \_\_\_ Certification by the tax collector that all taxes are paid to date.
7. \_\_\_ Identification of all waivers sought (20 copies).
8. \_\_\_ Certification of ownership or authorization to file application.

NOTE: The Board reserves the right to require additional information before granting approval when, in its judgment, such additional information is required in order for the Board to make an informed decision and/or unique circumstances affect the property and/or when the application for development poses special problems for the property and the surrounding area. Such information may include, but not be limited to, drainage calculations and traffic analyses; provided, however, that no application shall be declared incomplete for lack of such additional information.

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Signature and Title of person who prepared checklist.