

Union Beach Planning Board Variance Application

TEN DAYS BEFORE THE MEETING DATE, THE FOLLOWING PAPERWORK MUST BE
FILED WITH THE BOARD SECRETARY

- | | |
|---|------------------|
| ___ 1. Application for a Zoning Permit (see the Zoning Officer for this) | <u>14 COPIES</u> |
| ___ 2. General Information pages 2 & 3 | <u>14 COPIES</u> |
| ___ 3. Get the list of property owners within 200 feet of the property in question from the Tax Assessor. You must notify all property owners within that 200 feet (either by hand delivery or by registered, receipt requested mail) | <u>14 COPIES</u> |
| ___ 4. Legal survey of your property, the existing dwelling, and any additional buildings, patios, decks, pools or porches that are not shown on your survey. Also, detail the survey to show the dwellings to the right, left, and rear of your property; include the proposed addition (SHADE THIS) to show clearly what it is that you are requesting. | <u>14 COPIES</u> |
| ___ 5. A floor plan of each floor of your dwelling. | <u>14 COPIES</u> |
| ___ 6. Both front and side views of the proposed finished building. | <u>14 COPIES</u> |
| ___ 7. Copy of the hearing notice (The notice given to all property owners, either by hand or by registered mail – AT LEAST TEN DAYS BEFORE MEETING .) | <u>1 COPY</u> |
| ___ 8. Affidavit of ownership (this is to be NOTARIZED) | <u>1 COPY</u> |
| ___ 9. Affidavit of publication from one newspaper (they will mail this to you). | |
| ___ 10. A check made out to the Borough of Union Beach in the amount of \$100 | |
| ___ 11. Proof that taxes and sewer bills are paid up to date | |
| ___ 12. Proof of service – after serving all the property owners arranging to have the notice printed in the newspaper, have the Affidavit of service notarized. | <u>1 COPY</u> |

**THIS OFFICE IS OPEN ON TUESDAY EVENING FROM 4 PM TO 8 PM
OUR PHONE # IS (732) 739-1503. THERE IS A MACHINE – PLEASE LEAVE A MESSAGE
SOMEONE WILL CONTACT YOU.**

GENERAL INFORMATION

NAME OF APPLICANT _____

ADDRESS _____

CITY _____ PHONE _____

APPLICANT'S INTEREST IN PROOPERTY (OWNER, LESSE, ETC.) _____

NAME OF OWNER (IF NOT APPLICANT) _____

ADDRESS _____

CITY _____

WHEN PROPERTY WAS ACQUIRED BY APPLICANT _____

LOT _____ OF BLOCK _____ ADDRESS OF PROPERTY _____

IS THE PROPERTY SERVED BY PUBLIC SEWER SYSTEM? YES _____ NO _____

IS THE PROPERTY SERVED BY PUBLIC WATER SYSTEM? YES _____ NO _____

AREA OF PROPERTY _____

DOES IT HAVE FRONTAGE ON AN IMPROVED STREET? _____

PRESENT ZONING? _____ PERCENTAGE OF LOT COVERAGE? _____

BULK RESTRICTIONS PROVIDED: FRONT YARD () SIDE YARD () REAR YARD () _____

HEIGHT () LOT COVERAGE () FRONTAGE () TOTAL SIDE YARD () _____

HAS A VARIANCE BEEN GRANTED? _____

ARE THERE ANY EXISTING OR PROPOSED COVENANTS OR DEED RESTRICTIONS ON THE PROPERTY? _____

YES _____ NO _____ IF YES, EXPLAIN _____

WHAT IS THE REASON FOR THE REQUESTED VARIANCE? _____

OWNER'S NAME _____ HOME PHONE _____

OWNER'S ADDRESS _____

APPLICANT'S NAME _____ HOME PHONE _____

APPLICANT'S ADDRESS _____

LOCATION OF PROPERTY _____

BLOCK _____ LOT _____ ZONE _____ DATE ZONING PERMIT ISSUED _____

LOT DETAILS

FRONT WIDTH _____ REAR WIDTH _____ DEPTH _____

EXISTING BUILDING DETAILS

FRONT SET BACK _____ REAR SETBACK _____

LEFT SIDE LINE _____ RIGHT SIDE LINE _____

WIDTH OF BUILDING _____ HEIGHT OF BUILDING _____

PROPOSED ADDITION TO BE ADDED

FRONT SETBACK _____ REAR SET BACK _____

LEFT SIDE LINE _____ RIGHT SIDE LINE _____

WIDTH OF BUILDING _____ HEIGHT OF BUILDING _____

FINISHED BUILDING DETAILS

FRONT SETBACK _____ REAR SETBACK _____

LEFT SIDE LINE _____ RIGHT SIDE LINE _____

WIDTH OF BUILDING _____ HEIGHT OF BUILDING _____

FLOOR AREA NOW: _____ FLOOR AREA WHEN COMPLETED _____

HOW MANY FLOORS NOW? _____ HOW MANY FLOORS WHEN COMPLETED? _____

USE FOR EACH FLOOR NOW? _____ USE FOR EACH FLOOR WHEN COMPLETED? _____

WAS THERE A VARIANCE APPLIED FOR BEFORE? _____ IF YES, WHEN? _____

THIS APPLICATION IS FOR A _____ VARIANCE _____ SUBDIVISION _____ SITE PLAN _____

NOTICE OF PUBLIC HEARING

IN THE MATTER OF _____

TO ALL PROPERTY OWNERS WITHIN 200 FEET OF THE PROPERTY LOCATED AT:

ALSO KNOWN AS LOTS _____ OF BLOCK _____

IN THE BOROUGH OF UNION BEACH, COUNTY OF MONMOUTH, STATE OF NEW JERSEY.

Please take notice that the undersigned has applied to the Planning Board of the Borough of Union Beach so as to permit the applicant to:

The applicant, _____

of _____

requests the following variance(s):

A copy of the application has been filed with the Secretary of the Planning Board, and may be inspected in the Borough Clerk's office during normal business hours.

The public hearing will be held on _____.

A Workshop meeting is held at 7:00 pm followed by the Regular Meeting at 7:30 pm. The meetings are held in the Municipal Building, 650 Poole Avenue, Union Beach, New Jersey. You may appear either in person or by agent or attorney and present any objections which you may have to granting this application.

AFFIDAVIT OF OWNERSHIP

AFFIDAVIT OF APPLICANT

State of New Jersey:

County of Monmouth: §

_____ of full age, being duly sworn according to law on oath deposes and says, that all of the above statements and the statements contained in the papers submitted herewith are true.

Sworn and subscribed to before me this ____ day of _____ 20__.

AFFIDAVIT OF OWNERSHIP

State of New Jersey:

County of Monmouth: §

_____ of full age being duly sworn according to law to law, on oath deposes and says that the deponent resides at _____ in (the Borough of Union Beach) or _____ and the State of New Jersey and that _____ is owner of fee of all that certain lot, piece of parcel of land situated and being in the Borough of Union Beach, and known and designated as Lot(s) _____ of Block _____ on the tax map of the Borough of Union Beach.

Sworn and subscribed to before me this ____ day of _____ 20__.

(Owner sign here)

AUTHORIZATION

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

To the Planning Board of Union Beach:

_____ is hereby authorized to make the within application.

LEGAL NOTICE TO APPEAR ONE TIME ONLY IN A LOCAL NEWSPAPER

TAKE NOTICE that the undersigned has applied to the Planning Board of the Borough of Union Beach so as to permit the applicant to:

The Applicant, _____

of _____

REQUESTS THE FOLLOWING VARIANCES:

A copy of the application has been filed with the Planning Board clerk, and may be inspected in the Borough Clerk's office during normal business hours. The public hearing will be held on

A Workshop meeting is held at 7:00 pm followed by the Regular meeting which begins at 7:30pm. The meetings are held in the Municipal Building, 650 Poole Avenue, Union Beach, New Jersey. You may appear either in person or by agent or attorney and present any objections which you may have to granting this application.

THIS MUST APPEAR IN THE NEWSPAPER AT LEAST TEN DAYS BEFORE THE HEARING!

State of New Jersey

Affidavit of Service

County of Monmouth: §

_____ of full age, being duly

sworn according to law, on his/her oath deposes and says that he/she reside at _____

_____ Borough/Town of _____

in the County of _____, and the State of New Jersey. And that he/she

did on _____, 20__, at least (10) ten days prior to the hearing date, give personal

notice to all property owners within 200 feet of the property located at _____

_____.

Said notice was given either by hand delivering a copy to the property owner or by sending said notice by certified mail. Copies of the registered receipts are attached hereto.

Notices are also served upon:

- () 1. The Clerk of the Borough of Union Beach
- () 2. The Monmouth County Planning Board
- () 3. The Director of the Division of State & Regional Planning
- () 4. The Department of Transportation

A copy of said notice is attached hereto. Also attached to this affidavit is a list of owners of property within 200 feet of the affected property who were served a copy of the attached notice.

(Signature of Applicant)

Sworn and subscribed to
before me this _____ day
of _____, 20____.
