

**BOARD OF ADJUSTMENT -APPLICATION FORM
FOR: "D" VARIANCE, APPEAL AND INTERPRETATION**

**BOROUGH OF FLORHAM PARK
FLORHAM PARK, NEW JERSEY 07932**

Dated Filed: _____ Application #: _____
Application Fee: _____ Escrow: _____

(DO NOT WRITE ABOVE THIS LINE)

Applicant's Name _____ Owner's Name: _____

Street/Town _____ Street/Town: _____

Phone No.: _____ Phone No.: _____

Plat Preparer Information:

Name: _____ Address: _____

Phone No. _____

Attorney Information:

Name _____ Address: _____

Phone No. _____

Stockholders: Name(s)/Address(es) of stockholders/partners owning 10% or more of it's stock
(N.J.S.A. 40:55-48.1 et. sec)

DEFINITIONS:

Preliminary/Final Site Plan: A site plan is required prior to the issuance of a Building Permit or Certificate of Occupancy for:

- (a) Any use other than a single-family residence, or,
- (b) For any change in the use of a building or part thereof, or
- (c) Where a new use requires a greater amount of off-street parking than prior use

Variance: A departure from the terms of the Zoning Ordinance authorized by the appropriate municipal agency in accordance with N.J.S.A. 40:55D-1, et. sec.

Minor Subdivision: Any subdivision containing not more than three (3) lots fronting on an existing street, not involving any new street, the extension of any off-tract improvements the cost of which is to be prorated pursuant to this Chapter and not adversely affecting the development of the remainder of the parcel of adjoining property and not in conflict with any provision or portion of the Master Plan, Official Map, Zoning Ordinance or the provisions of Chapter 20 of the Code of the Borough of Florham Park; provided, however, that in the event that more than one (1) "minor subdivision" from any tract of land as recorded is submitted, then for the purpose of this definition the subsequent subdivision shall be construed as a major subdivision and shall be processed accordingly.

TYPE OF APPLICATION:

<u>Site Plan</u>	<u>Variance</u>	<u>Subdivision</u>
Preliminary _____	Appeals _____	Sketch Plan (Minor) _____
Final _____	Interpretation _____	Preliminary Major _____
	Use _____	Final Major _____

DESCRIPTION OF PROPOSED EXISTING BUILDING

Premises known as: _____ Block _____ Lot _____

Zone: _____ Size of Lot: _____ Building Height: _____

Building Size (Street Level) Front: _____ Depth: _____

Set Back: From Property Line: _____ feet. From Side (if corner lot: _____ feet
(Please refer to Plans for this information)

ZONING REQUIREMENTS:	EXISTING CONDITIONS:	PROPOSED CONDITIONS:
Lot Width _____	Lot Width _____	Lot Width _____
Side Yard _____	Side Yard _____	Side Yard _____
Rear Yard _____	Rear Yard _____	Rear Yard _____
Bldg. Coverage _____	Bldg. Coverage _____	Bldg. Coverage _____

Application was made for a variance to permit (description) _____

_____ which is contrary to the provisions of Section(s) _____ of the Land Development Ordinance of the Borough of Florham Park. Please note: If an increase in lot coverage is applied for the applicant must have a Certified Land Surveyor certify the percentage of coverage on the plot plan and said plan must be certified by the surveyor.

A. The reason(s) and factual basis are as follows:

B. The specific facts that will show that the relief sought can be granted without substantial detriment to the public good and will not substantially impair the intent and purpose of the Zone Plan are as follows:

AFFIRMATION OF OWNER AND APPLICANT

The owner consents to this application:

Owner(s) Signature: _____

Name/Firm: _____

Applicant(s) Signature _____

Name/Firm _____

Date: _____

**BOROUGH OF FLORHAM PARK
ZONING BOARD OF ADJUSTMENT**

PERMISSION FOR BOARD MEMBERS TO ENTER THE PROPERTY

I _____, hereby give permission to the members of the Zoning Board of Adjustment of the Borough of Florham Park and its authorized representatives and experts to enter onto the premises of the subject property located at:

(address of subject property)

for the purpose of evaluation of the variance application that is presently pending before the Board of Adjustment.

Signature of Applicant

Signature of Owner
(if other than applicant)

LEGAL NOTIFICATION FORM

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- ✓ When filing for a Variance you are legally required to publish a legal notice in the approved newspaper of the Borough of Florham Park. It **MUST** be published in the Florham Park Eagle at least 10 calendar days prior to the meeting date in order for your application to be heard, although it can be published further in advance of the hearing date if the applicant so desires. The following is an *example* that you may use to publish a legal notice concerning your variance in the local newspaper. **It is intended to be re-typed.** You can reach the Florham Park Eagle at (973) 377-2000.
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Example:

Notice is hereby given that _____ have applied to the Florham Park Zoning Board of Adjustment for a _____ variance for their property located _____, Florham Park, New Jersey, Block _____ Lot _____. The applicant is seeking a variance for: _____
(describe reason for variance)

The variance relief is sought from Section(s) _____ of the Zoning Ordinance, plus any other variance as deemed necessary by the Board of Adjustment. The hearing on this application will be held on _____ at 7:30 p.m. at the Borough Hall, 111 Ridgedale Avenue, Florham Park, New Jersey. Copies of the application and plans will be on file in the office of the Board of Adjustment Secretary and available for public inspection at least ten (10) days prior to the date of the public hearing on this application.

PROPERTY OWNERS NOTIFICATION FORM

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- ✓ When filing for a Variance you are legally required to notify property owners within 200 feet of the applicant property. All property owners and utility companies must receive a description summary of the proposed construction being considered. This notice must include the time, date and place of the meeting at and be received at least 10 calendar days prior to the meeting date in order for your application to be heard. The property owner's notification must be done either by certified mail or via personal service (hand delivered with a signature of receipt required and the date received). A copy of the description summary and the certified mail receipts or required signatures **must** be returned to the Board secretary at least 5 days prior to the hearing. If these items are not received the matter will not be heard. The following is an *example* that you may use for notification. **It is a sample and is intended to be re-typed.**
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Sample:

Notice is hereby given that _____ have applied to the Florham Park Zoning Board of Adjustment for a _____ variance for their property located _____, Florham Park, New Jersey, Block _____ Lot _____. The applicant is seeking a variance for: _____
(describe reason for variance)

The variance relief is sought from Section(s) _____ of the Zoning Ordinance, plus any other variance as deemed necessary by the Board of Adjustment. The hearing on this application will be held on _____ at 7:30 p.m. at the Borough Hall, 111 Ridgedale Avenue, Florham Park, New Jersey. Copies of the application and plans will be on file in the office of the Board of Adjustment Secretary and available for public inspection at least ten (10) days prior to the date of the public hearing on this application.

PROOF OF SERVICE

I hereby certify that I have given written notice of Application No. _____

To all persons and agencies entitled to same not less than 10 days prior to the scheduled Public Hearing date on this application. A copy of the notice and a list of the persons served is attached. If served by Certified Mail I have attached the mail receipts. If hand delivered I have attached the signatures which are dated and show the date of service.

Signature of Applicant

Date

**BOROUGH OF FLORHAM PARK
ZONING BOARD OF ADJUSTMENT**

111 RIDGEDALE AVENUE
FLORHAM PARK, NEW JERSEY 07932
(973) 410-5300
FAX NO: (973) 377-5749

CERTIFICATION:

BLOCK(S) _____

LOT(S) _____

ADDRESS: _____

**PROPERTY
OWNER:** _____

The Tax Collector of the Borough of Florham Park hereby certifies that all taxes and assessments have been paid and that no taxes are due or delinquent as to the premises which are the subject of this application as of the date indicated below.

Tax Collector or Authorized Signature

Certification Date
