

APPLICANT NAME: _____

MAILING ADDRESS OF PROPERTY TO BE DEVELOPED (include number, street, post office, and zip code): _____

Note: "Hanover Township" is not a post office) _____

BLOCK(S): _____ **LOT(S):** _____

CASE #: _____

PLANNING BOARD **BOARD OF ADJUSTMENT**

TYPE(S) OF APPLICATION (check all that apply)	Filing Fee(s)	Escrow Deposit(s)
<input type="checkbox"/> Informal Review (§166-60) (PB Only)		
<input type="checkbox"/> Preliminary Major Site Plan (§166-62)		
<input type="checkbox"/> Final Major Site Plan (§166-74)		
<input type="checkbox"/> Minor Subdivision (§166-61)		
<input type="checkbox"/> Preliminary Major Subdivision (§166-62)		
<input type="checkbox"/> Final Major Subdivision (§166-74)		
<input type="checkbox"/> Exception from Design Standards (§166-105)		
<input type="checkbox"/> "C" Variance (§166-9E(1), §166-19C)		
<input type="checkbox"/> "D" Variance (§166-19D) (BOA only)		
<input type="checkbox"/> Appeal of Zoning Officer Error (§166-19A) (BOA only)		
<input type="checkbox"/> Interpretation of Zoning Regulations (§166-19B) (BOA only)		
<input type="checkbox"/> Permit for Area on Official Map (§166-215)		
<input type="checkbox"/> Permit for Lot not Abutting Street (§166-217)		
<input type="checkbox"/> Certification of Nonconforming Use/Structure (§166-151H) (BOA only)		
<input type="checkbox"/> Amended Approval (Defined in §166-4A - limited to minor changes made prior to perfection of original approval)		
<input type="checkbox"/> Certification of Subdivision Approval (§166-59H)		
<input type="checkbox"/> Extension of Approval (§166-28, -61F, -62D(1)(c), -62D(2), -78B, -78C, -79A)		
<input type="checkbox"/> Tree Removal Approval (§ 166-110.1, -131)		
<input type="checkbox"/> Request to Amend Master Plan, Land Use Ordinance		
TOTAL		

DEVELOPMENT APPLICATION/APPEAL FORM

TOWNSHIP OF HANOVER

Instructions to Applicants: All applicants are required to complete Parts I, II, III and IV. The various attachments must be completed if they apply to your application. If any parts of the form do not apply to your application, please state "not applicable", "none", etc. If you have any questions, please contact the Board Secretary.

Provide twenty (20) complete sets of fully executed application forms, plans and supporting documents to the Board Secretary @ the Municipal Building, 1000 Rt. 10 West

PART I. APPLICANT AND OWNER INFORMATION

A. Applicant Name _____

B. Applicant Mailing Address _____
(incl. number, street, post office and zip code. Note: "Hanover Township" is not a post office)

C. Applicant Telephone _____ Fax _____ Email _____

D. Applicant's Attorney Name _____

E. Applicant's Attorney Mailing Address _____
(incl. number, street, post office and zip code)

F. Attorney Telephone _____ Fax _____ Email _____

G. Property Owner's Name _____

H. Property Owner's Mailing Address _____
(incl. number, street, post office & zip code. Note: "Hanover Township" is not a post office)

I. Applicant's interest in land, if not owner (e.g., contract purchaser, owner's agent, etc.)

J. Applicant's Ownership. If the applicant is a corporation or partnership applying for permission to subdivide a parcel of land into six (6) or more lots, or applying for a variance to construct a multiple dwelling of twenty-five (25) or more family units or for approval of a site to be used for commercial purposes, **a list of the names and addresses of all stockholders or individual partners owning at least 10% of its stock of any class must be identified in accordance with N.J.S.A. 40:55D-48.1 thru 48.4.**

PART II. PROPERTY INFORMATION

- A. Street Address of Property _____
(incl. number, street, municipality; this may be different than mailing address. Note: "Hanover Township" is not a post office)
- B. Tax Map Block Number(s) _____ Lot Number(s) _____
- C. Zone District(s) _____
- D. Fire District(s) Cedar Knolls Whippany
(Note: The boundary between the fire districts is Jefferson Road and Cedar Knolls Road from Jefferson Road to Whippany Road. Properties west of this line are in the Cedar Knolls district and properties east of this line are in the Whippany district.)
- E. Is the property identified as an affordable housing site in the housing element of the Township's master plan or in the zoning regulations? (check one) _____ Yes _____ No *(Note: the housing element can be viewed in the office of the Planning Board.)* If 'yes,' attach a description on a separate sheet.
- F. Does the owner or applicant now own or have any interest in any other property that adjoins the premises which are the subject of this application? (check one) _____ Yes _____ No If 'yes,' describe the adjacent property by block and lot number(s) as shown on the current tax map.)
- G. Are there any deed restrictions, protective covenants, easements, etc. affecting the subject property? (check one) _____ Yes _____ No If 'yes,' attach a description on a separate sheet.
- H. Have there been any previous applications or appeals to the Board of Adjustment, Planning Board or Township Committee involving these premises? (check one) _____ Yes _____ No. If 'yes,' attach a copy of the resolutions setting forth the decisions for all such applications .
- I. Are there currently any enforcement actions pending for violations of the Land Use Ordinance on the property? (check one) _____ Yes _____ No. If 'yes,' include a copy of the violation notice(s).
- J. Has the Zoning Officer issued a denial letter for the proposed development? (check one) _____ Yes _____ No. If 'yes,' include a copy of the denial letter(s).
- K. Describe the **EXISTING USE AND IMPROVEMENTS** on the property. If the application seeks approval of the existing use and/or improvements, describe the use and improvements that existed before the current use and improvements.

PART III. DEVELOPMENT INFORMATION

A. Use for Which Approval is Requested (check all that apply)

- Single Family Residence
- Other Use (Please explain, describing the nature of materials and/or services involved, the days and hours of operation, the number of operators and employees, etc.)

B. Describe the **improvements for which approval is requested**, including but not limited to buildings, paving, utilities, storm drainage, lighting, signs, landscaping, fencing, etc. and any alterations to existing improvements.

C. Required approvals from other governmental agencies other than the Township of Hanover Planning Board or Board of Adjustment (check all that apply)

TOWNSHIP OF HANOVER

- Construction Code Official
- Health Department
- Hanover Sewerage Authority
- Tree Removal/Planting Approval
- Other _____

MORRIS COUNTY AND
ADJACENT MUNICIPALITIES

- County Planning Board
- Township of East Hanover
- Borough of Florham Park
- Township of Morris
- Borough of Morris Plains
- Township of Parsippany-Troy Hills

PART III. DEVELOPMENT INFORMATION (continued)

STATE AND FEDERAL AGENCIES (if approval required, state nature of approval)

- N.J. Department of Environmental Protection _____
- N.J. Department of Transportation _____
- Soil Conservation Service
- Other _____

D. Persons and agencies for which notice of public hearing is required (check all that apply). ***All applicants are responsible for providing notice as required by law. No application will be heard unless adequate notice has been provided by the applicant.***

- None - Application is exempt from hearing and notice (see § 166-41A)
- Property owners within 200 feet of subject property (see § 166-42A(1))
Notice must be served at least 10 days prior to hearing date.
Proof of service of notice must be provided to the Board Secretary 3 days prior to hearing
- Official newspapers (see § 166-42B)

Planning Board and Board of Adjustment use the official paper of the Township of Hanover, designated as the ***Morristown Daily Record***; this is a daily publication.
Notice must be published at least 10 days prior to hearing date.
Proof of publication must be provided to the Board Secretary 3 days prior to hearing date.
- Public utility, cable television or local utility company (see § 166-42A(7))
- Adjacent municipality (see § 166-42A(3))
- Morris County Planning Board (see § 166-42A(4))
- N.J. Commissioner of Transportation (see § 166-42A(5))
- N.J. State Planning Commission (see § 166-42A(6))

PART IV. SIGNATURES AND AUTHORIZATIONS

A. Certification by Applicant/Appellant

The undersigned applicant does hereby certify that all the statements contained in this application are true to the best of my knowledge.

Applicant/Appellant (print or type name of individual signing application)

Applicant/Appellant (signature)

Date

B. Owner Consent. If the applicant is not the property owner, the following consent must be signed by the property owner:

I/We, the undersigned, hereby affirm that this application is being made with my/our consent and knowledge and that the information contained herein is true and correct to the best of my/our knowledge.

Property Owner (print or type name of individual signing application)

Property Owner (signature)

Date

C. Authorization of Agent. If the applicant is not the property owner, contract purchaser or other person having a proprietary interest in the subject property, the following authorization must be signed by the property owner:

I/We, the undersigned, hereby affirm that the applicant named in Part I of this application form is authorized to act as my/our agent in this matter, and I/we agree to be bound by any and all terms and conditions concerning the subject property that said applicant may consent to as a result of this application, to the maximum extent permitted by law.

Property Owner (print or type name of individual signing application)

Property Owner (signature)

Date

D. Authorization for Inspection of Property

I/We, the undersigned, hereby grant permission for personnel of the Township of Hanover municipal agencies and their agents to enter upon and inspect the premises that are the subject of this application, during the pendency of the application, for purposes related to the processing of the application.

Property Owner (print or type name of individual signing application)

Property Owner (signature)

Date

ATTACHMENT
PROPOSED VIOLATIONS OF THE LAND USE ORDINANCE (Chapter 166)

A. The following violations of Chapter 166 are proposed by this application (reference the proposed violations by section and paragraph number in the ordinance):

Violations of design standards (§166-91, -92, -103 and -104)

Violations of zoning regulations (§166-109 through §166-211.4)

Violations of official map regulations (§166-215 and §166-216)

B. On a separate sheet, indicate the reasons why you believe that the Board should grant relief of the above ordinance requirements, using the criteria in the code sections referenced below:

Permit for Area on Official Map (see §166-215)

Permit for Lot not Abutting Street (see §166--217)

"C" Variance (see §166-19C and H)

"D" Variance (see §166-19D and H)

Exception from Design Standards - subdivisions and site plans only (see §166-105)

**ATTACHMENT
APPEAL INFORMATION**

- A. If this application is an appeal from a decision of the Zoning Officer involving the zoning regulations, Article X of Chapter 166, (see § 166-19A, -21A) state the nature of the decision and the reason(s) why you believe his/her decision is erroneous.
- B. If this application is for an interpretation of the zoning regulations, Part 5 of Chapter 166, (see § 166-19B and -21) state the section(s) for which an interpretation is requested, and how you believe such section(s) should be interpreted.

ATTACHMENT
REQUEST FOR WAIVER OF SUBMISSION REQUIREMENTS

A. Submission requirements for which a waiver is requested (see checklists for various applications)

B. Indicate the reasons why you believe that the above submission requirements are not relevant or necessary for the Board to take action on this application.

ATTACHMENT
CERTIFICATION OF NONCONFORMING USE/STRUCTURE

A. State the use(s) and/or structure(s) that legally existed prior to the ordinance which rendered such use(s) or structure(s) nonconforming.

B. State the section number(s) of the ordinance provision(s) which render the use(s) or structure(s) nonconforming, and to what extent the use(s) and or structure(s) no longer comply with the regulations.