

**PENNSVILLE TOWNSHIP LAND DEVELOPMENT ORDINANCE  
CHECK LIST  
SCHEDULE “AA” – “USE” VARIANCE (N.J.S.A. 40:55D-70(d))  
PLAN DETAILS AND INFORMATION REQUIREMENTS**

Applicant Please Check	All applications for “use” variance relief pursuant to <i>N.J.S.A. 40:55D-70(d)</i> must meet all requirements of, and provide all of the materials and information required by this checklist:	Verification (Official Use Only)
( )	1. Unless the variance application includes a site plan meeting the requirements of Ordinance Chapter 6, the applicant must provide a survey prepared and certified by a New Jersey licensed professional surveyor, originally dated, or updated and re-certified, within three months prior to the date the application is filed, depicting the property in question and clearly showing the location of (a) all existing buildings, structures, improvements at and within twenty-five feet from the property in question; (b) all trees of greater than six-inches caliper; (c) all rights-of-way and other easements of record; and (d) all areas where new or expanded buildings, structures and improvements are being proposed. Accurate dimensions must be shown for all existing and proposed buildings, structures and improvements from all lot lines. The plan must also include tax map sheet, block and lot numbers, and the zone district designation(s), a table of all zoning requirements. The survey must be clearly and legibly drawn or reproduced at a scale of not less than one-inch equals fifty feet. The survey must also confirm compliance with all applicable requirements of the Residential Site Improvement Standards ( <i>N.J.A.C. 5:21-1.1, et seq.</i> ). If a site plan conforming to Chapter 6 requirements has been provided, indicate “N/A”.	( )
( )	2. At least one recent photograph of the property.	( )
( )	3. A written description of the proposed use and development of the property, as well as past and current development and uses.	( )
( )	4. Copies of all Planning Board (or former Zoning Board of Adjustment) resolutions approving or denying prior site plan, subdivision, variance, or other development applications for the property. If none, indicate “N/A”.	( )
( )	5. A written statement explaining why the applicant’s proposal satisfies the “Positive Criteria” set forth in Ordinance Section 5.18.	( )
( )	6. A written statement explaining why the applicant’s proposal satisfies the “Negative Criteria” set forth in Ordinance Section 5.18.	( )
( )	7. Application for site plan review or waiver of site plan.	( )
( )	8. Application for grading plan review pursuant to Ordinance Section 5.16. If proposed land disturbance is 500 square feet or less, indicate “N/A”.	( )