

**PENNSVILLE TOWNSHIP LAND DEVELOPMENT ORDINANCE  
CHECK LIST  
SCHEDULE “DD” – VARIANCE FROM IMPROVED STREET  
REQUIREMENTS (N.J.S.A. 40:55D-36)  
PLAN DETAILS AND INFORMATION REQUIREMENTS**

Applicant Please Check	All applications for a variance allowing issuance of a building permit for lot not abutting an improved street pursuant to <i>N.J.S.A. 40:55D-36</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 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 its means of access to in improved street, and clearly showing the location of (a) all existing buildings, structures, improvements at the property and on adjacent lots within twenty-five feet of it; (b) all trees of greater than six-inches caliper; (c) all rights-of-way and other easements of record; and (d) all new or expanded buildings, structures and improvements that are being proposed within and near the property. Accurate dimensions must be shown for all existing and proposed buildings, structures and improvements from all lot lines. The survey 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. A written statement and supporting documents and materials showing why a variance should be granted pursuant to <i>N.J.S.A. 40:55D-36</i> , specifically addressing the hardship, difficulty or other circumstances that justify approval under that statute, and how the emergency vehicle access and street layout concerns of that statute are to be addressed. (See also Ordinance Section 5.18.A.5.)	( )
( )	5. 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 area. If none, indicate “N/A”.	( )
( )	6. Applications for other approvals that will be necessary to develop the area (such as site plan review, subdivision, or variances).	( )
( )	7. Application for grading plan review pursuant to Ordinance Section 5.16. If proposed land disturbance is 500 square feet or less, indicate “N/A”.	( )