



Byram Township Land Use Board

Application for a Variance / Lot Line Adjustment

CHECKLIST

- Application filled out Completely
- Application Fee
- Escrow Fee
- Completed W-9 Form
- JCP&L Utilities Letter
- Copy of property survey

The following information must be provided on survey. This information must be legible and present an adequate picture of existing and proposed conditions.

- Existing structures / driveways located on subject property
 - Proposed structures
 - Existing and proposed wells and septic locations
 - Existing yard setback lines of entire site area
 - Distance of dwellings / structures on adjoining lots from subject property line
 - Road locations, width of right of way, curbs, sidewalks, catch basins, parking and loading areas, drainage easements, swales, berms, guide rails and existing and proposed grades. (Some of the previous items may be waived if not applicable.)
- Copy of Applicable Tax Map Page
 - Elevations and floor plans of proposed construction
 - Photographs of Property
 - 1 original and 16 copies of all application materials



Byram Township Land Use Board Application for a Variance / Lot Line Adjustment

For Byram Township Use Application # _____
Date Submitted _____
Date Complete _____

Applicant Information

Name: _____	Phone: _____
Address: _____	Fax : _____
_____	Are you the owner? _____
If "NO" see page 5	
Provide e-mail if you wish to receive communication via e-mail: _____	

Professional Information

<u>Attorney (if applicable)</u>	
Name: _____	Phone: _____
Address: _____	Fax : _____

Provide e-mail if you wish to receive communication via e-mail: _____	

<u>Engineer, Architect, Planner, Other (if applicable)</u>	
Name: _____	Phone: _____
Address: _____	Fax : _____

Provide e-mail if you wish to receive communication via e-mail: _____	

<u>Engineer, Architect, Planner, Other (if applicable) Use additional sheet if necessary</u>	
Name: _____	Phone: _____
Address: _____	Fax : _____

Provide e-mail if you wish to receive communication via e-mail: _____	

Property Information

Zoning Table (use attached schedule of space regulations)

Standard	Requirement	Existing	Proposed	Variance Needed?	Requested Variance
Lot Area				Yes / No	
*Front Setback				Yes / No	
Left Side Setback				Yes / No	
Right Side Setback				Yes / No	
Rear Yard Setback				Yes / No	
Lot Width				Yes / No	
Principal Building Coverage				Yes / No	
Max Lot Disturbance				Yes / No	
Critical Lot Disturbance				Yes / No	
Height				Yes / No	
Facade Height				Yes / No	
Setback from Water Body				Yes / No	

*** § 240-14 Yards**

On streets less than 40 feet in width, the required front yard shall be increased by ½ of the difference between the width of the street and 40 feet, unless a greater width is shown on the Master Plan or Official Map, in which case these requirements shall be complied with.

Variations Sought

- ___ (A) Appeals from a decision of the zoning officer or administrative officer with regard to enforcement of the zoning ordinance.
- ___ (B) Requests for interpretation of the zoning map or ordinance.
- ___ (C) Applications for relief of zoning ordinance for a bulk requirement that cannot be met because the property is exceptionally narrow, shallow, or oddly shaped; has exceptional topographic features or conditions of the property; or other exceptional or extraordinary situations or circumstances that uniquely affect the property or legally existing structures; or the purposes of zoning would be advanced by a deviation from the Zoning requirements and the benefits outweigh any detriments.
- ___ (D)
 - ___ (1) To permit a use or principle structure not otherwise permitted in the district.
 - ___ (2) To permit expansion of a non-conforming use.
 - ___ (3) To permit deviation from conditional use standards.
 - ___ (4) To increase the floor-area-ratio (FAR) beyond permitted.
 - ___ (5) To increase the permitted density beyond permitted.
 - ___ (6) To increase the height of a structure 10' or 10% beyond permitted.
- ___ 40:55D-34) To permit a building or structure in a public right of way or drainage way.
- ___ (40:55D-35) To permit a structure without frontage on an improved roadway.

Certification

I certify that the information presented in this application is true and accurate. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment. I understand that my application fees will not be refundable, under any circumstances, including withdrawal of this application prior to hearing. Any unused escrow fees will be refunded.

Applicant's Signature

Date

Notarization

Sworn and Subscribed before me:

This _____ day of _____ 20_____

(Notary Public)

I hereby certify that all real estate taxes and assessments for local improvements are paid currently.

Property Owner's Signature

Date

I hereby grant permission to representatives of the Township of Byram to enter and inspect my property in connection with a development application being processed by the Land Use Board.

Property Owner's Signature

Date

Owner Information (if not applicant)

Name: _____ Phone: _____

Address: _____ Fax : _____

I hereby consent to the applicant filing the attached application to the Byram Township Land Use Board.

Property Owner's Signature

Date



Certification of Taxes

This form is to be signed by the Tax Collectors Office.

Date: _____

Name: _____

Address: _____

Block: _____ Lot: _____

Taxes are Paid in full through the _____ quarter for the year _____.

(Collector's Office)

Noticing

When the application and all check list items have been properly completed and filed with the Board Secretary, the applicant will be notified of the date of hearing. At that time, the applicant shall be required to do the following:

1. Notice of Hearing

- a. Notify all property owners within 200 feet of subject property via hand delivery and/or certified mail at least 10 days in advance of the hearing.
- b. Publish in the New Jersey Herald at least 10 days prior to meeting.

2. Proof of Service

- a. Hand Delivery (applicant must serve notice in person and obtain signature of recipient).
- b. Certified Mail (submit white receipts from post office to Board Secretary prior to meeting).
- c. Original clipping of newspaper ad, certified by the newspaper (submitted to Board Secretary prior to meeting.)



Request for Certified List of Property Owners

Date: _____

Property Owner: _____

Property Address: _____

Block(s): _____ Lot(s): _____

Please furnish the list of property owners in the vicinity of the above parcel needed to meet requirements for an appearance before the Land use Board.

Check one box below to indicate disposition of the completed list of property owners.

Shall be mailed to: _____

Will be picked up from Board Secretary:
Phone Number: _____

A fee of \$10.00 is required before preparation of list.

Fee Paid: _____

List Prepared by: _____

BYRAM TOWNSHIP LAND USE BOARD

LEGAL NOTICE

PLEASE TAKE NOTICE that the undersigned has made application to the Byram Township Land Use Board regarding property know and referenced to as Block(s) _____, Lot(s) _____, located at _____. The subject property is located in the _____ zone. The applicant is seeking approval to _____

The applicant requires variances for _____

as well as any and all other variances, waivers, permits, approvals or licenses that are deemed necessary and appropriate by the Township Land Use Board.

A hearing before the Land Use Board has been scheduled for _____ 20____, at 8:00 PM in the Municipal Building, 10 Mansfield Drive, Byram, NJ. At the time of the hearing, or any adjourned date thereafter, you may appear in person or by attorney to present any comments you may have regarding this application. The application, maps, and related information are available for inspection at the Municipal Building, Monday through Friday, 8:30 AM - 4:30 PM.

Applicant



To Whom It May Concern:

With the respect to the above-referenced subject matter, be advised if there are any existing overhead or underground electric facilities within proximity of the project, the property owners must contact 1-800-662-3115. Please advise the Contact Center Representative of the project plan and request a notification/work order for a field representative to visit the proposed site.

Please note, with any construction project, adequate clearance must be maintained to adhere to the established safety regulations. Construction can in no way interfere, impede, encroach or inhibit the use, maintenance, operation of or access to any JCP&L facilities, equipment or easement. Please be advised relocation of our facilities is billable.

The applicable NESC guidelines adhere to.

Sincerely,

Jersey Central Power & Light



Affidavit of Proof of Service

State of New Jersey

County of Sussex

I, _____ of full age, being duly sworn according to law, deposes and says, that I reside at _____ in the municipality of _____, County of _____, and State of _____.

That I am an applicant in a proceeding before the Land Use Board of Byram Township, New Jersey being an application for _____ which relates to the premises known as Block _____ Lot _____ as shown on the tax maps of the Township of Byram; that on _____ I gave written notice of the hearing of this application to each and all of the persons upon whom service must be had on the required form and according to the attached lists, and in the matter indicated hereon.

(Signature)

Sworn to and Subscribed before me

This _____ day of _____ 20_____

Notary Public

RESIDENTIAL SCHEDULE OF SPACE REQUIREMENTS

ZONE	R-1	R-2	R-3	R-4	R-5
LOT AREA <i>(NO CLUSTERING PROPOSED)</i>	10 Acres	5 Acres	40,000 Square Feet	20,000 square feet	10,000 square feet
*FRONT YARD	100'	100'	50' 75' ¹	35'	35'
SIDE YARD (EACH)	50'	50'	20'	15'	15'
REAR YARD	100'	75'	50'	40'	20'
MINIMUM LOT WIDTH <i>(AT SETBACK)</i>	200'	200'	150'	100'	100'
MAXIMUM PRINCIPAL BUILDING COVERAGE					
LOT SIZE <10,000 SQ FT 10,000-19,999 SQ FT 20,000-39,999 SQ FT >40,000 SQ FT			MAXIMUM COVERAGE 15% (UP TO 1,500 SQ FT) 1,500 +7% OF SQUARE FOOTAGE OVER 10,000 (UP TO 2,200 SQ FT) 2,200 +5% OF SQUARE FOOTAGE OVER 20,000 (UP TO 3,200 SQ FT) 3,200 +3% OF SQUARE FOOTAGE OVER 40,000		
MAXIMUM LOT DISTURBANCE³	50% OF LOT	50% OF LOT	50% OF LOT	50% OF LOT OR 20,000 SQ FT WHICHEVER IS MORE	50% OF LOT OR 10,000 SQ FT WHICHEVER IS MORE
HEIGHT²	2.5 STORIES OR 30'	2.5 STORIES OR 30'	2.5 STORIES OR 30'	2.5 STORIES OR 25'	2.5 STORIES OR 25'
MAXIMUM HEIGHT ON ANY FAÇADE	35'	35'	35'	30'	30'
MINIMUM SETBACK OF BUILDING ENVELOPE FROM EXISTING LAKES, PONDS, STREAMS, OR WETLANDS	100'	75'	50'	50'	50'
	MEASURED WHERE APPLICABLE FROM THE ONE-HUNDRED-YEAR FLOOD LINE INCLUDING A 10 FOOT WIDE VEGETATED BUFFER ALONG AT LEAST 80% OF WATER'S EDGE				

*On streets less than 40 feet in width, the required front yard shall be increased by ½ of the difference between the width of the street and 40 feet, unless greater width is shown on the Master Plan or Official Map, in which case these requirements shall be complied with.

FOOTNOTES

¹ ON LOTS THAT HAVE AN AREA OF AT LEAST 1.5 ACRES

² AS DEFINED IN "HEIGHT OF BUILDING" AND "GRADE PLANE" IN §240-7

³ ALL IMPROVEMENT-RELATED DISTURBANCE SHALL BE INCLUDED IN THIS CALCULATION, INCLUDING AREAS OF GRADING AND VEGETATION REMOVAL AS WELL AS THE CARTWAY AND BASINS.