



BYRAM TOWNSHIP

SITE PLAN AND CONDITIONAL USE CHECK LIST

THE FOLLOWING ITEMS ARE REQUIRED TO PROVIDE A COMPLETE APPLICATION FOR
A SITE PLAN OR CONDITIONAL USE

Application Name: _____

Application Number: _____

1. _____ North arrow and scale not less than 1"= 50'
2. _____ Title block including:
3. _____ Name of development
Names, addresses, and certifications of:
4. _____ Licensed preparers (P.E., P.P., L.S., A.I.A.)
5. _____ Owner
6. _____ Applicant
7. _____ Site block and lot numbers and tax sheet number
8. _____ Date of preparation and each subsequent revision
Key map including:
9. _____ North arrow and scale not less than 1"= 2000'
10. _____ Entire site and its relationship to surrounding areas
11. _____ Zone districts and boundaries within 500'
12. _____ Adjoining properties
13. _____ Area of entire site
14. _____ Metes and bounds of lot(s)
15. _____ Area and frontage of lot(s)
16. _____ Existing and proposed contours at 5' intervals for slopes 10% or greater, 2' intervals for lesser slopes.
17. _____ Property lines to the nearest hundredth
18. _____ Lot acreage to the nearest tenth
19. _____ Plan & profile, road locations, type, size, width of R.O.W., paving materials, curbs, sidewalks, catch basins, numbered parking spaces and loading areas, buildings, structures, all utilities, drainage, R.O.W.'s, and easements. Profile shall be at a scale 1'= 5' vertical and 1"= 50' horizontal.

20. _____ Natural features including existing vegetation, water bodies, etc.
21. _____ Open space, buffer zones, recreation areas, municipal and public areas and lands to be conveyed to the Township.
22. _____ Building floor plan, elevation views and first floor elevation
23. _____ Cut and fill limits
24. _____ Earthwork summary
25. _____ Existing and proposed contours, curb return and spot elevations, location of proposed drainage structures, curbs, swales, berms, guide rails, edge of pavement, sidewalks, parking and loading areas, and handicap accommodations
26. _____ Construction details for drainage structures, curb, guide rail, lighting, pavement design, sidewalks, septic system
27. _____ Soil erosion and sediment control plan
28. _____ Fire protection details including building occupancy, total structure size by volume, height of structure from basement to attic, available water supply, water main size, flow, hydrant location, distance proposed fire protection plan, fire lanes, type of occupancy and process
29. _____ Environmental impact statement
30. _____ Landscape and Lighting Plan
31. _____ Drainage plan including: runoff calculations and a map showing drainage areas
32. _____ Copies of stream encroachment permit applications, if applicable.
33. _____ One (1) soil log and one (1) perc test for each lot
34. _____ Copies of protection covenants, deed restrictions or homeowner association documents
35. _____ Disclosure Statement
36. _____ List of variances, if required.
37. _____ Highlands Council Consistency Determination unless the project is exempt, excluded, or eligible for a waiver, each as provided pursuant to §240-11.1 of the Township Code

BYRAM TOWNSHIP
LAND DEVELOPMENT APPLICATION

PLEASE SUBMIT APPLICATION FEE AND REVIEW/INSPECTION ESCROW BY SEPARATE CHECKS,
EACH PAYABLE TO THE TOWNSHIP OF BYRAM.

1. Name of Project: _____

2. Name of Applicant: _____

Address: _____

_____ Telephone: _____

3. Name of Representative: _____

Address: _____

_____ Telephone: _____

4. Plans Prepared by:

Engineer Name: _____

Address: _____

Telephone: _____ License #: _____

Surveyor Name: _____

Address: _____

Telephone: _____ License #: _____

Architect Name: _____

Address: _____

Telephone: _____ License #: _____

Planner Name _____

Address: _____

Telephone: _____ License #: _____

5. Property Description:

Street Address: _____ Block: _____ Lot: _____

Tax Map Sheet: _____ Zone: _____ Size: _____

6. Has there ever been an application on this property? _____

Applicant: _____ Application #: _____

Action: _____ Date: _____

7. Have property taxes been paid up to date?

Yes (Attached certification from Tax Collector)

No (Explain) _____

8. Description of Proposal:

A. **Subdivision:** Number of New Lots (including remainder): _____

Sizes: _____

B. **Site Plan:** Proposed Use: _____

New Construction Addition Parking Area Other

Description: _____

C. Proposed Improvements: Onsite Offsite

On tract Off tract Roads Drainage other

D. Please identify any variances being requested: _____

9. Method of Sewage Disposal: _____

10. Source of Water Supply: Domestic _____

Fire Protection _____

11. Additional Comments: _____

Date

Signature of Applicant or Agent

As required, indicate if appropriate applications have been made to any of the following:

- () Sussex County Planning Board
- () Sussex County Soil Conservation District
- () New Jersey Department of Transportation
- () New Jersey Department of Environmental Protection
- () Adjoining Municipalities _____
- () Other _____

TOWNSHIP OF BYRAM
LAND USE BOARD

SITE INSPECTION AUTHORIZATION FORM

I hereby give permission for Byram Township Municipal Agencies and their agents to come upon and inspect these premises with respect to this application for

_____ on Block _____, Lot _____.

Applicants Signature _____ Date: _____

APPLICATION FEE STATEMENT

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.

Applicants Signature _____ Date: _____



Certification of Taxes for Property & Sewer (if applicable)

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 _____

Sewer fees are paid in full through the _____ quarter for the year _____

Collector's Office Signature

AFFIDAVIT OF OWNERSHIP

STATE OF NEW JERSEY
COUNTY OF SUSSEX

_____ if full age, being duly sworn according to law on oath
deposes and says, that the deponent resides at _____ in the
Municipality of Byram, in the County of Sussex and the State of New Jersey; that
_____ is the owner in fee of all that certain lot,
piece or parcel of land situated, lying and being in the municipality aforesaid, and
designated as Number _____

(Owner to sign here)

Sworn to and subscribed, before me

This _____ day of _____

A Notary Public of New Jersey

AUTHORIZATION

(If anyone other than above owner is making this application, the following
authorization must be executed.)

TO THE LAND USE BOARD:

_____ is here by authorized to make the within application.

Dated: _____

(Owner to sign here)

TOWNSHIP OF BYRAM
LAND USE BOARD

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 at Municipal Building from Board Secretary

Phone Number: _____

A FEE OF \$10.00 IS REQUIRED BEFORE PREPARATION OF THE LIST

**TOWNSHIP OF BYRAM
LAND USE BOARD**

Personally, by handing such true copy to said property owners, being residents of the Tows as follows:

NAME	ADDRESS	DATE

BYRAM TOWNSHIP PLANNING BOARD
LEGAL NOTICE

(To be published in the New Jersey Herald at least ten (10) days prior to the scheduled hearing date. Submit Affidavit of Publication to the Planning Board).

TAKE NOTICE that on _____ 20_____, at 7:30 P.M. in the Municipal Building, 10 Mansfield Drive, Byram, New Jersey, the Byram Township Planning Board will conduct a public hearing in connection with an application for

_____ By the undersigned,

Application No. _____ proposes to _____

concerns property located at (street address)

Block _____ Lot _____ Zone _____

A copy of said application is available for public inspection at the Municipal Building, 10 Mansfield Drive, Byram Township, New Jersey
Monday – Friday 9:00 A.M. – 4:00 P.M.

Applicant's Name

Applicant's Signature

AFFIDAVIT OF PROOF OF SERVICE
LAND USE BOARD
TOWNSHIP OF BYRAM

STATE OF NEW JERSEY
COUNTY OF SUSSEX

I, _____ of full age, being duly sworn according to law,
deposes and says, that he/she resides 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 premises known as _____ as shown
on the tax map of the Township of Byram: that on
_____ he/she 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 manner indicated
herein.

Signature

Sworn to and Subscribed before me

This _____ day of _____

Notary Public

TOWNSHIP OF BYRAM
LAND USE BOARD

_____ Being of full age and duly sworn on his oath

says that:

I am the applicant named in, and who signed the annexed application for variance to the Township of Byram, in the County of Sussex, State of New Jersey.

I have completely familiarized myself with the requirements of this application and the Zoning Ordinance of the Township of Byram.

The foregoing application and each statement made in its work, or by marginal checkmark, and all the information supplied in supporting data furnished in the sheets thereto, is true except as to data compiled for the applicant by licensed engineers, land surveyors, architects and attorneys, which applicant believes to be true.

(Applicant's Signature)

Sworn and subscribed before me

This _____ day of _____ 20_____

(Notary Public)

CORPORATE INFORMATION:

If the applicant is a corporation or partnership, list of names and addresses of all corporate shareholders and / or partnerships interests of 10% or more:

APPLICANT'S SIGNATURE:

_____ Date _____ Signature of Applicant

OWNER'S CONSENT:

The following consent or a letter signed by the owner, should be filed consenting to the application being made.

I, _____ certify that I am the owner of the property
(Name of Owner)
described in the within application and that _____
(Name of Applicant)
is hereby authorized to make this application.

I further certify that I have reviewed the application and I consent the same.

The Owner hereby authorizes representatives of the Township to enter the premises in order to inspect same, prior to discussion or public hearing on the application.

_____ (Date) _____ (Owner of Property)

_____ Signature of Owner _____ Address

_____ Phone Number