

**BOROUGH OF FANWOOD**  
**Planning Board Hearing Application Form**



Date Received: \_\_\_\_\_

Application #: \_\_\_\_\_

Applicant name: \_\_\_\_\_ Address: \_\_\_\_\_

Owner name: \_\_\_\_\_ Address: \_\_\_\_\_

Address of Project: \_\_\_\_\_

Fanwood, NJ 07023

Description of Project: \_\_\_\_\_

*If the applicant is not the owner, attach a notarized letter of authority or power of attorney, signed by the owner to file with this application.*

	CHECK WHERE APPLICABLE	MINOR	MAJOR	PRELIMINARY	FINAL	AMENDED
SITE PLAN <sup>(1)</sup>		(2) ( )	(2) ( )	(2) ( )	(2) ( )	(2) ( )
SUBDIVISION <sup>(1)</sup>		( )	(2) ( )	(2) ( )	(2) ( )	(2) ( )
INFORMAL REVIEW	( )					
BULK VARIANCE	(2) ( )					
USE VARIANCE <sup>(1)</sup>	(2) ( )					
CONDITIONAL USE <sup>(1)</sup>	(2) ( )	Attach Form #17, available from Zoning Officer				
OTHER	(2) ( )	Attach Forms as directed by Zoning Officer				
<b>Notes:</b> <sup>(1)</sup> Submit two sets of the application and plans for review by both the Zoning Officer and the Borough Engineer <sup>(2)</sup> Legal notice is required: see Zoning Form #7 for instructions  <i>All mounted exhibits must be mounted with removable glue. Permanent glue will not be accepted.</i>						

**PROPERTY INFORMATION**

1. The proposed building or use thereof is contrary to the following sections of the Land Use Ordinance (state specifically):

- (a) Section: \_\_\_\_\_ Variance Requested: \_\_\_\_\_  
 Permitted: \_\_\_\_\_ Present: \_\_\_\_\_ Proposed: \_\_\_\_\_
- (b) Section: \_\_\_\_\_ Variance Requested: \_\_\_\_\_  
 Permitted: \_\_\_\_\_ Present: \_\_\_\_\_ Proposed: \_\_\_\_\_
- (c) Section: \_\_\_\_\_ Variance Requested: \_\_\_\_\_  
 Permitted: \_\_\_\_\_ Present: \_\_\_\_\_ Proposed: \_\_\_\_\_
- (d) Section: \_\_\_\_\_ Variance Requested: \_\_\_\_\_  
 Permitted: \_\_\_\_\_ Present: \_\_\_\_\_ Proposed: \_\_\_\_\_

*Data to answer questions 2 through 5 may be found on your survey, or sought from your architect.*

2. Dimensions of Lot: \_\_\_\_\_ Area of Lot: \_\_\_\_\_

3. Building coverage (footprint), based on *maximum of 120 feet lot depth*:

Present: \_\_\_\_\_ % Proposed: \_\_\_\_\_ %

4. Improvement coverage (building coverage + driveway, patio, etc.) based on *actual* lot area :

Present: \_\_\_\_\_ % Proposed: \_\_\_\_\_ %

5. Zone District: \_\_\_\_\_ Block #: \_\_\_\_\_ Lot #: \_\_\_\_\_


6. Present Use of Premises: \_\_\_\_\_  
 Present: \_\_\_\_\_ Proposed: \_\_\_\_\_

7. Do any deed restrictions exist which affect this property? (check one) ( ) Yes ( ) No  
*If yes, describe or attach a copy of deed:*

8. The following arguments are urged in support of this appeal: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

9. I/We, the undersigned applicant(s) do hereby grant permission for the members of the Planning Board and the Zoning Officer of the Borough of Fanwood, NJ to enter upon the property which is the subject of this application, during all daylight hours during the pendency of this application. Permission to enter structures will be given for mutually agreeable times.

I hereby depose and say that all the above statements and statements contained in the papers submitted herewith are true and correct.

 \_\_\_\_\_  
 Signature of Applicant (in the presence of Notary)

\_\_\_\_\_ Phone \_\_\_\_\_ Cell \_\_\_\_\_ e-mail \_\_\_\_\_  
 Sworn and Subscribed to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_  
 (date) (month) (year)

\_\_\_\_\_  
 Notary Public

**Note:** *If the applicant is a corporation or partnership, attach notarized list of names and addresses of stockholders or partners with a more than 10% interest.*

10. Non-refundable application fees to be paid when filed : \$ \_\_\_\_\_

Notes: 1. Checks should be made payable to "Borough of Fanwood, NJ"  
 2. Periphery list fee, if required (see Zoning Form #7 for details), is additional  
 3. Escrow fees, if required, must be submit as a separate check

**CONTACT INFORMATION:** Is the Contact the same person as the Applicant? Yes \_\_\_\_\_ No \_\_\_\_\_

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_ Phone \_\_\_\_\_ Cell \_\_\_\_\_ E-mail \_\_\_\_\_

**Attorney Information** (if applicable). Corporations must be represented by an attorney.

Attorney Name: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ e-mail \_\_\_\_\_

**TO BE COMPLETED BY BOARD SECRETARY**

There have ( ) have not ( ) been previous appeal(s) involving these premises. If yes, copy attached.

**TO BE COMPLETED BY COMPLETENESS DESIGNEE**

Application accepted as complete:

\_\_\_\_\_ Date \_\_\_\_\_ Signature \_\_\_\_\_

**BOROUGH OF FANWOOD  
TAX CERTIFICATION FORM**

*APPLICANT: PLEASE PRINT OR TYPE ALL ENTRIES, EXCEPT SIGNATURE.*

I hereby certify that no taxes or assessments for local improvements are due on property shown on the tax maps, Borough of Fanwood, New Jersey as:

Street Address: \_\_\_\_\_  
\_\_\_\_\_

Block \_\_\_\_\_ Lot \_\_\_\_\_

Application To: (check one) ☐ Planning Board

☐ Other \_\_\_\_\_

\_\_\_\_\_  
Date Colleen M. Huehn, Tax Collector  
Borough of Fanwood

**FOR OFFICE USE ONLY**

Received by: \_\_\_\_\_ On: \_\_\_\_\_

Tentative Meeting Date: \_\_\_\_\_ Note: \_\_\_\_\_

\_\_\_\_\_



**BOROUGH OF FANWOOD  
WAIVER OF TIME FRAME FOR PLANNING BOARD HEARING**

***APPLICANT: Your signature is required, so this document may not be submitted online.***

There is currently a high volume of applications before the Planning Board. It is possible that your application will be heard later than the time required by statute (120 days from the time the application is deemed complete by the Zoning Officer).

Without a signed "Waiver of the Time Frame" the Planning Board will deny your application within the 120 day period.

In order for the Planning Board to conduct your hearing after the 120 day period, please sign this waiver extending the time frame an additional 120 days.

Concerning the following property:

Block: \_\_\_\_\_ Lot: \_\_\_\_\_

Street Address: \_\_\_\_\_

I hereby waive the time within which the board may act:

Signed: \_\_\_\_\_  
(applicant or attorney)

Date: \_\_\_\_\_