

**CITY OF BAYONNE**  
**DEVELOPMENT APPLICATION CHECKLIST**

APPLICANT NAME: John & Maryan LLC  
STREET ADDRESS: 126-128 W 54th Street  
BLOCK(s) 33 LOT(s) 20

Type of application (check one):

- |  |  |
|--|--|
| Variance Submittals <b>YES</b> _____<br>(Complete § I, II and III) | Minor Subdivision <b>YES</b> _____<br>(Complete § I, II and V)   |
| Minor Site Plan _____<br>(Complete § I, II and IV)                 | Preliminary Major Subdivision _____<br>(Complete § I, II and VI) |
| Major Site Plan _____<br>(Complete § I, II and IV)                 | Final Major Subdivision _____<br>(Complete § I, II and VIII)     |
| Final Major Site Plan _____<br>(Complete § I, II and VII)          |  |

All development applications to the Planning Board or Zoning Board of Adjustment shall require the following exhibits:

**I. ADMINISTRATIVE:**

**EIGHTEEN** (18) copies of each required (*except for W-9 Form – only original required*). Please specify whether or not documents submitted are not applicable or a waiver is requested\*.

- YES 1. Application Forms
- \_\_\_\_\_ 2. Order of the Administrative Officer precipitating the application
- YES 3. Narrative statement of the proposed application
- YES 4. Drawings, site plans, surveys and design details as required
- YES 5. Tax Map
- 0 6. Proof of ownership (Deed).  
If the applicant does not own the property, written permission of owner is required to file the application.
- YES 7. Certification from the Tax Collector that taxes have been paid.
- N/A 8. Copies of any protective covenants, deed restrictions or easements.
- YES 9. Topography data with existing and proposed elevations.

- 0 10. Official Property Owner's List from the Tax Assessor's Office.
- YES 11. Schedule with applicable zoning requirements and how each is met and all requested variances and/or design waivers, including Residential Site Improvement Standards.
- N/A 12. A corporation or partnership applying to a Planning Board or Board of Adjustment for permission to subdivide a parcel of land into six or more lots, or applying for a variance to construct a multiple dwelling of 25 or more family units or for approval of a site to be used for commercial purposes shall list the names and addresses of all stockholders or individuals owning at least 10% of its stock in any class, or at least 10% of the interest in the partnership.
- N/A 13. If required, an Environmental Assessment Report in accordance with this Chapter.
- YES ✓ 14. Application fee.
- YES ✓ 15. Initial escrow deposit in accordance with this Chapter.
- YES 16. Completed W-9 Form.

II. **GENERAL GRAPHIC SUBMITTALS FOR ALL APPLICATIONS:**

*(Not required for individual applications for detached one- (1) and two- (2) family dwelling unit buildings used and intended to be used solely for residential purposes).*

**Map or drawings as follows:** *(Please specify whether or not documents have been submitted are not applicable or a waiver is requested.)*

- YES 1. Map size 12" x 18"; 18" x 24"; or 24" x 36" *(All map submittals to be folded to within 10" x 15" manila envelope.)*
- YES 2. Key Map referencing all streets within 600 feet.
- YES 3. Name and address of applicant with name of proposed development.
- YES 4. Name, address, seal and signature of P.L.S., P.E., P.P., R.A. as permitted by law, who prepared the plan.
- YES 5. Spaces for all applicable signatures. *(Board Chairman, Board Secretary, City Engineer.)*
- YES 6. Date prepared and all revision dates.
- YES 7. Graphic scale and north arrow.

- YES 8. Dimensions and bearing of all existing and proposed property lines with existing and proposed lot sizes.
- YES 9. Dimensions of existing and proposed street rights-of-way with existing and proposed names.
- YES 10. Notation of traffic direction and location of traffic control devices in the vicinity of proposed development.
- YES 11. Location of all subsurface and above-ground utilities including proposed connections.
- YES 12. Location and use of all structures existing, proposed or to be removed.
- YES 13. Method of handling and disposal of all storm water discharges from the site.
- YES 14. General slope, natural drainage and other natural features including existing trees.
- YES 15. Location of existing and proposed parking, loading, curb cuts, driveway.
- YES 16. Photos of property in question.

III. **VARIANCE AND OTHER APPLICATIONS REQUIRING PUBLIC NOTICE PURSUANT TO §32-4.8 "ONLY":** *(Please specify whether or not documents have been submitted are not applicable or a waiver is requested\*)*

- YES 1. Data required under sections I and II above, except that individual lot applications for detached one- (1) and two- (2) family dwelling unit buildings used and intended to be used solely for residential purposes shall be exempt from Section-II.
- YES 2. Tax map sheets showing all properties within 200 feet of the proposed development with character and use of all said properties.
- YES 3. List of all individual property owners of property within 200 feet of the development with lot and block numbers *(To be obtained from Tax Assessor)*.
- YES 4. Affidavit of Service.
- YES 5. Post Office receipts where service is made by Certified Mail.
- YES 6. Prior to any hearing on a variance application, proof of publication in accordance with this Chapter shall be submitted to the Board hearing

the application.

V. **MINOR SUBDIVISION ONLY:** *(Please specify whether or not documents that have been submitted are non-applicable or if a waiver is requested\*).*

- YES 1. Data required under Sections I and II above.
- YES 2. A map of 8.5" x 11" when no development or change of use is proposed.
- YES 3. If subdivision is proposed for property transfer with no other development nor variance from this Chapter, the application requires only submission of a property description and accurate survey.