

## APPLICATION FOR RESIDENTIAL BULK VARIANCES

TOWNSHIP OF CRANBURY  
23-A North Main Street  
Cranbury, New Jersey 08512  
Phone (609) 664-3122 - Fax (609) 664-3146  
rtillou@cranbury-nj.com

**The application, with supporting documentation, must be delivered & filed with the Planning/Zoning Administrative Officer for review 14 business days prior to meeting at which time the application will be considered for completeness.**

**CONSULT [WWW.CRANBURYTOWNSHIP.ORG](http://WWW.CRANBURYTOWNSHIP.ORG) FOR MEETING DATES**

### SUBJECT PROPERTY

Location: \_\_\_\_\_

Tax Map:      Page \_\_\_\_\_      Block \_\_\_\_\_      Lot(s) \_\_\_\_\_      Zoning District \_\_\_\_\_  
                  Page \_\_\_\_\_      Block \_\_\_\_\_      Lot(s) \_\_\_\_\_      Zoning District \_\_\_\_\_

Dimensions:    Frontage \_\_\_\_\_      Depth \_\_\_\_\_      Total Area \_\_\_\_\_      (specify whether Acres or SF)

### APPLICANT

Applicant's Name: \_\_\_\_\_

Firm's Name: \_\_\_\_\_

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

City, State, Zip: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

- Applicant is a:    ☐ Corporation (submit Disclosure Statement)  
                          ☐ Partnership (submit Disclosure Statement)  
                          ☐ Individual

### OWNER

Owner's Name: \_\_\_\_\_

Firm's Name: \_\_\_\_\_

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

City, State, Zip: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**CONTEMPLATED FORM OF OWNERSHIP:**  
**(CHECK ALL THAT APPLY)**

- ☐ Fee Simple  
☐ Condominium  
☐ Cooperative  
☐ Rental

## PROPERTY INFORMATION

Restrictions, covenants, easements, association proposed on the property:

Yes [attach copies] \_\_\_\_\_ No \_\_\_\_\_ Proposed \_\_\_\_\_

**NOTE: All deed restrictions, covenants, easements, association by-laws, existing and proposed must be submitted for review and must be written in understandable English to be approved.**

1. Section(s) of Ordinance from which a variance is requested:

[attach Zoning Officer violation notice, if applicable]

2. Waivers Requested of Development Standards and/or Submission Requirements: [additional pages as needed]
3. Explain in detail the exact nature of the application and the changes to be made at the premises, including the proposed use of the premises: [attach pages as needed].
4. Is a public water line available? Yes / No
5. Is public sanitary sewer available? Yes / No
6. Does the application propose a well or septic system? Yes / No
7. Have any proposed new lots been reviewed with the Tax Assessor to determine appropriate lot and block numbers?
8. Are any off-tract improvements required or proposed?
9. Is the subdivision to be filed by Deed or Plat?
10. Other approvals which may be required:

	YES	NO
Middlesex County Health Department		
Middlesex County Planning Board		
Freehold Soil Conservation District		
NJ Department of Environmental Protection		
Sewer Extension Permit		
Stream Encroachment Permit		
Wetlands Permit		
Potable Water Construction Permit (N.J. American Water Company)		
NJ Department of Transportation		
NJ Turnpike Authority		
Public Service Electric & Gas Company		
Historic Preservation Commission (within Historic District & 200-ft buffer zone)		
Cranbury Township Environmental Commission		

11. Include Certification from the Tax Collector that all taxes due on the subject property have been paid.
12. List of Maps, Reports and other materials accompanying application (attach additional pages as required for complete listing).

**It is the responsibility of the applicant to mail or deliver copies of the application form and all supporting documents to the members of the professional staff: Engineer, Planning Consultant, and Attorney for the Board to which the application is submitted for their review. The professional staff in accordance with the suggested deadline submission of 14 business days prior to date of meeting, must receive the documentation prior to the Development Review Committee meeting at which the application is to be considered for completeness, otherwise the application will be deemed incomplete.**

David J Hoder, PE, PP, CPWM, CME  
Hoder Associates  
1101 Richmond Avenue  
Suite 201-4  
Point Pleasant, NJ 08742  
Phone: 732-241-4543

Elizabeth Leheny, Board Planner  
Phillips Preiss Grygiel, Inc.  
70 Hudson Street, 5B  
Hoboken, NJ 07030  
Phone: (201) 420-6262 x 29

Edwin Schmierer, Esquire  
Mason, Griffin & Pierson, P.C.  
101 Poor Farm Road  
Princeton, NJ 08540  
Phone: (609) 436-1267

<b>RESIDENTIAL BULK VARIANCE APPLICATION CHECKLIST</b> <i>For sheds, fences, pools, residential additions, barns, etc.</i> <i>Please be sure your application contains each of the following</i>		
INCLUDED	NOT INCLUDED	
		Completed “c” Bulk Variance Application.
		Payment of Application Fee for Bulk or other variance pursuant to N.J.S.A. 40:55D-70c: (1) Single-family or two-family residential: \$100.00 for first variance plus \$25.00 for each additional variance ( <i>made payable to the Township of Cranbury</i> ) AND Payment of Publication of Notice: \$100.00 ( <i>all applications must include Publication of Notices Fee \$100.00, not to be confused with the applicant’s publication of notice responsibilities</i> ). <b>Submit one (1) check for Application Fees and one (1) check for Escrow Fees</b>
		Payment of Escrow Fee for Bulk or other variance pursuant to N.J.S.A. 40:55D-70c: (1) Single-family or two-family residential: \$100.00 for the first variance plus \$50.00 for each additional variance ( <i>made payable to the Township of Cranbury along with a copy of the signed escrow agreement and W9 form</i> ). <b>Submit one (1) check for Application Fees and one (1) check for Escrow Fees</b>
		Completed W-9 form.
		Signed escrow agreement indicating payment for all professionals’ reviews and inspections.
		Completed Bulk Requirements Table.
		Current survey (to scale) showing all existing conditions. Must show location of existing and/or proposed houses, additions, driveways, pools, other buildings and structures with accurate distances from the property lines drawn to scale.
		For adjoining properties, distance from structures to nearest property line of subject property.
		Location of existing and/or proposed septic systems and wells on property.
		Location of all easements (including conservation easements), public right of ways, etc.
		Cut sheets, brochures, and/or architecture elevations showing details of type of structure proposing – including height, materials, design, color, etc.
		Photographs of property views: 2 - from street (and any other area that can be viewed off site) showing where structure would be located, 2 – view from side yards, 2 – view from rear. Mark on photographs name of photographer, location/view and date taken.
		Show on plan/survey any proposed landscaping and/or any relocation or removal of existing landscaping. Identify any trees that will be removed by species and size (caliper).
		Written certification from Tax Collector verifying taxes are paid in full for the current quarter.
		Certified list of property owners within 200-ft of subject property.
		Aerial photograph of subject property including within 200-ft of subject property. (Aerials can be acquired on-line at Google.com)
		Zoning Action Letter from the Zoning Officer.
		Provide copy of resolution from any/all previous approvals granted by either the Planning Board or Zoning Board for the property in question.

## REQUEST FOR BULK VARIANCE Per N.J.S.A. 40:55d-70c

Please answer the following questions:

YES	NO	
_____	_____	Will there be land grading?
_____	_____	Will there be underground utilities or piping?
_____	_____	Will there be structures or building additions?
_____	_____	Will they be constructing parking areas or sidewalks?
_____	_____	Will they be building in the street (municipal improvements)?
_____	_____	Will the use be other than single family residential?
_____	_____	Will they be constructing lighting?
_____	_____	Will there be retaining walls?
_____	_____	Will there be soil disturbance? (See Page 6 and 7 of this application)
_____	_____	Is there a known drainage problem on the site?
_____	_____	Is the site one with known contamination?
_____	_____	Is it near a stream or lake?

### BULK REQUIREMENTS TABLE

*Most information can be found in documentation sent to applicant  
 from the Zoning Officer (which you will attach as part of this application).  
 Additional information can be found at the following links:  
[http://www.cranburytownship.org/Zoning\\_Map.pdf](http://www.cranburytownship.org/Zoning_Map.pdf) and/or  
<http://ecode360.com/6664900>*

	PERMITTED BY ORDINANCE	PROPOSED
<b>ZONING CLASSIFICATION OF LAND</b>		Not Applicable
<b>LOT AREA</b>		
<b>LOT FRONTAGE</b>		
<b>LOT WIDTH</b>		
<b>LOT DEPTH</b>		
<b>FRONT YARD</b>		
<b>SIDE YARD</b>		
<b>REAR YARD</b>		
<b>OTHER</b>		

## SOIL DISTURBANCE

### § 150-62. Soil disturbance.

No soil disturbance shall be permitted and no earth shall be moved on or off a site, regardless of the time span to accomplish such activity. However, nothing in this subsection shall be construed to prevent any owner, otherwise eligible in accordance with law, from excavating or cutting, stripping or otherwise disturbing lands or soil for the following purposes:

- A. Construction uses and modifications of a one-family dwelling and its normal accessory and appurtenant uses.
  - B. Gardening for noncommercial purposes.
  - C. Commercial, agricultural or horticultural use when in accordance with accepted farm agricultural practices, approved by the Freehold Soil Conservation District.
  - D. Excavation or cutting, stripping or other land or soil disturbance, other than removal from the site, necessary for the construction or reconstruction of curbs, sidewalks, private residential driveways, drainage systems, sewage disposal systems, swimming pools and other utility service connections, provided that all other Township, County, State and district approvals have been received.
  - E. Installation, removal, replacement or maintenance of landscaping, including trees, shrubs, flowers and cover, where the existing land contours are not changed by more than one foot.
  - F. Subdivision or site plans where the Board has approved the proposed soil disturbance and earthwork balance.
1. Accompanying the application for major soil permit shall be eight (8) copies of a topographical map at a scale of not less than 1"=50 and showing contour intervals at five (5) feet for grades of ten percent or greater, and contour intervals at two (2) feet for grades of less than ten percent. The map shall be prepared and certified by a New Jersey licensed engineer and shall show:
- a. The present grades on a 100-foot grid layout.
  - b. The proposed grades at said points when the work has been completed.
  - c. The quantity, in cubic yards, of soil involved in the work.
  - d. The grades of all abutting streets and lots.
  - e. Proposed slopes and lateral supports.
  - f. Present and proposed surface-water drainage.
  - g. All areas within 100 feet of that portion of the property which will be involved in the soil mining activities, including trees and wooded therein.
  - h. Such other pertinent data as the Board may hereafter by resolution require.

2. What is the purpose for moving the soil?

- ☐ To grade land by moving soil within the property lines.
- ☐ To grade land by removing soil outside property lines.
- ☐ To grade land by filling in.
- ☐ Other (specify):

1. Kind of soil to be removed:

_____ Topsoil	_____ Cubic yards
_____ Subsoil	_____ Cubic yards
_____ Sand	_____ Cubic yards
_____ Gravel	_____ Cubic yards
_____ Other	_____ Cubic yards

**SOIL DISTURBANCE (Part 2)**

4. Total quantity of soil to be removed: \_\_\_\_\_ Cubic yards
5. In case of removal, the address to where the soil is going.
6. Date proposed work will be completed: \_\_\_\_\_
7. Provide name and address of the excavator, contractor or the person having express charge, supervision and control of the proposed excavation work.
8. Provide name and address of the person to have control of the operation of hauling away the excavated material.
9. Number, capacity, type and description of each piece of equipment to be used in the operation and the number of truck loads to be removed.
10. The routes over which the material will be transported and the method of traffic control.
11. Method of abating noise and dust in the operation.
12. Mean of assuring lateral support and preventing erosion, floods, the washing of silt into streams.
1. The means of protection downstream properties from the effects of the operation.
14. Any importation of soil shall be in accordance with the certification of Clean Fill Material being from virgin source or testing be provided for certification of the material prior to any importing.

**APPLICATION FOR BULK VARIANCE**

1. Application is hereby made for a variance from the strict application of the following provision of the Zoning Ordinance: (specify parts of ordinance involved).
  
  
  
  
  
  
  
  
  
  
2. Applicant requests a variance to the following extent: (set forth specific variances requested).
  
  
  
  
  
  
  
  
  
  
3. The strict application of said provisions would result in: (complete one or both of the following in detail).
  - A. The following peculiar and exceptional practical difficulties:
  
  
  
  
  
  
  
  
  
  
  - B. The following exceptional and undue hardship:
  
  
  
  
  
  
  
  
  
  
4. Said difficulties or hardship are by reason of:
  
  
  
  
  
  
  
  
  
  
5. Said reasons are unique and peculiar to the lands or buildings for which the variance is sought and do not apply to land or buildings in the neighborhood, because:
  
  
  
  
  
  
  
  
  
  
6. The requested variance is the minimum reasonable needed, because:



ZONING BOARD OF ADJUSTMENT APPLICATION  
FOR RESIDENTIAL BULK VARIANCE ONLY  
PER Variance Relief (hardship) [N.J.S.A. 40:55D-70c(1)]  
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CERTIFICATION OF APPLICANT

I certify that the foregoing statements and the materials submitted and the materials submitted are true. I further certify that I am the individual applicant or that I am the Officer of the Corporate applicant and that I am authorized to sign the application for the Corporation or that I am a general partner of the Partnership applicant.

**[If the applicant is a corporation, this must be signed be an authorized corporate office. If the Applicant is a partnership, a general partner must sign this.]**

DATE:

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SIGNATURE OF APPLICANT

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PRINT NAME AND TITLE

Sworn to and subscribed before me this

\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_(year)

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(NOTARY PUBLIC)

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CERTIFICATION OF PROPERTY OWNER

I certify that I am the owner of the property, which is the subject of this application, that I have authorized the applicant to make this application and that I agree to be bound by the application, that representations made and the decision in the same manner as if I were the applicant.

**[If the owner is a corporation, this must be signed by an authorized corporate office. If the owner is a partnership, a general partner must sign this.]**

DATE:

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SIGNATURE OF OWNER

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PRINT NAME AND TITLE

Sworn to and subscribed before me this

\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_(year)

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(NOTARY PUBLIC)

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### **CERTIFICATION OF AUTHORIZATION**

(If anyone other than property owner is making the application, the following must be executed)

\_\_\_\_\_ is hereby authorized to make the within application.  
(Name of Applicant)

DATE: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF PROPERTY OWNER

\_\_\_\_\_  
PRINT NAME AND TITLE

Sworn to and subscribed before me this

\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ (year)

\_\_\_\_\_  
(NOTARY PUBLIC)

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### **CERTIFICATION OF ESCROW**

I understand that the sum of \$\_\_\_\_\_ has been deposited in an escrow account in accordance with the Ordinances of the Township of Cranbury. I further understand that the escrow account is established to cover the cost of professional service including engineering, planning, legal and other expenses associated the review of submitted materials and the publication of the decision by the Board. Sums not utilized in the review process shall be returned. If additional sums are deemed necessary. I understand that I will be notified of the required additional amount that shall add the sum of the escrow account within fifteen (15) days.

**[Please be sure to attach a copy of W-9 Form with an original signature]**

DATE: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
PRINT NAME AND TITLE

Sworn to and subscribed before me this

\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ (year)

\_\_\_\_\_  
(NOTARY PUBLIC)

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DISCLOSURE STATEMENT

Pursuant to N.J.S.A. 40:55D-48.1, the names and addresses of all persons owning 10% of the stock in a corporate applicant or Partnership which owns more than 10% interest in the applicant followed up the chain of ownership until the names and addresses of the mom-corporate stockholders and partners exceeding the 10% been disclosed.

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**CERTIFICATION OF OWNERSHIP OF APPLICANT  
AS REQUIRED BY THE NEW JERSEY LAW  
(P.L. 997, Chapter 336)**

NAME

ADDRESS

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

\_\_\_\_\_  
Signature of Officer/Partner

DATE: \_\_\_\_\_

\_\_\_\_\_  
Name of Applicant Corporation/Partnership

**CONSENT TO ENTRY**

The undersigned property owner hereby consents to the entry onto the property known as Block \_\_\_\_, Lot \_\_\_\_, on the Tax Map of the Township of Cranbury by members of the Township of Cranbury \_\_\_\_\_ board to perform an inspection(s) of the property, at reasonable times, in combination with the application for a bulk variance, use variance, site plan or subdivision which has been submitted herewith.

This consent permits entry onto the property only by the above-mentioned Board Members for the purpose of conducting visual inspection during the pendency of the aforesaid application. This right of entry is limited to entry onto the subject property only by those persons hold the designated position listed herein.

DATE: \_\_\_\_\_

\_\_\_\_\_  
Property Owner

**SAMPLE**

**NOTICE TO BE PUBLISHED IN OFFICIAL NEWSPAPER**

**TOWNSHIP OF CRANBURY**

TAKE NOTICE that on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_ (year), at \_\_\_\_\_ O'clock P.M., a hearing will be held before the \_\_\_\_\_ Board of said Township at the Cranbury Township Municipal Building, 23 A North Main Street, Cranbury, New Jersey. The Board will hold a hearing on the appeal or application of the undersigned, at which time and place all interested persons will be given an opportunity to be heard.

Premise located at: \_\_\_\_\_,

Block(s): \_\_\_\_\_, Lot(s): \_\_\_\_\_, Zone: \_\_\_\_\_,

Ordinance Section seeking variance for:

To allow nature of appeal or application (*specify*):

A public hearing has been set down for \_\_\_\_\_, \_\_\_\_ (year), \_\_\_\_\_ P.M., in the Cranbury Township Municipal Building, 23 A North Main Street, Cranbury, New Jersey, and when the case is called you may appear either in person, or by agent or attorney, and present any objections which you may have to the granting of the relief sought in the application.

The application, maps and papers are on file in the office of the Planning/Zoning administrative Officer and are available for inspection at the Township of Cranbury, (Second Floor) 23 A North Main Street, Cranbury, New Jersey, Middlesex County, Monday through Friday between the hours of 9:00 a.m. and 3:00 p.m.

\_\_\_\_\_  
(Name of Applicant)

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

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**SAMPLE**

**NOTICE OF OWNERS WITHIN 200 FEET ETC.**

**TOWNSHIP OF CRANBURY  
NOTICE OF HEARING ON APPEAL OF APPLICATION**

**TO:**

**PLEASE TAKE NOTICE:**

That the undersigned has filed an appeal or application for development with the \_\_\_\_\_  
Board of the Township of Cranbury for a \_\_\_\_\_ variance from the requirements of the Zoning  
Ordinance to permit:

Ordinance Section seeking variance for:

To allow, nature of appeal or application (specify):

On the premises at \_\_\_\_\_ and designated as Block \_\_\_\_\_, Lot \_\_\_\_\_ on the  
Township Tax Map, and this notice is sent to you as an owner of property in the immediate vicinity.

A public hearing has been set down for \_\_\_\_\_, \_\_\_\_\_(year), \_\_\_\_\_P.M., in the Cranbury Township Municipal  
Building, 23 A North Main Street, Cranbury, New Jersey, and when the case is called you may appear either in person, or by  
agent or attorney, and present any objections which you may have to the granting of the relief sought in the application.

The application, maps and papers are on file in the office of the Planning/Zoning administrative Officer and are available for  
inspection at the Township of Cranbury, (Second Floor) 23 A North Main Street, Cranbury, New Jersey, Middlesex County,  
Monday through Friday between the hours of 9:00 a.m. and 3:00 p.m.

This notice is sent to you by the applicant, by order of the Zoning Board of Adjustment.

Respectfully,

\_\_\_\_\_  
(Applicant)

ZONING BOARD OF ADJUSTMENT APPLICATION  
FOR RESIDENTIAL BULK VARIANCE ONLY  
PER Variance Relief (hardship) [N.J.S.A. 40:55D-70c(1)]  
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TO: **CRANBURY TOWNSHIP TAX ASSESSOR'S OFFICE**

FROM: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DATE: \_\_\_\_\_

SUBJECT: **CERTIFIED LIST REQUEST**

Request is hereby made for certified list of names and addresses of all property owners within a 200-ft radius of Block(s) \_\_\_\_\_, Lot(s) \_\_\_\_\_ on Sheet \_\_\_\_\_ of the Cranbury Township Tax Map.

I understand that the attached list of utility companies will also need to be notified.

Understand that upon application of said certified lists, payment in the amount of twenty-five cents (.25) per name or ten dollars (\$10.00, whichever is greater, must be rendered.

\_\_\_\_\_  
(Signature)

PRINT FULL NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

**Fax or mail above request to:**