

COMPLETENESS CHECKLIST for USE and/or BULK VARIANCES

§802B. Completeness Checklist for Use Variance and Bulk Variance Request. (Last revised by Ordinance No. 13-17.)

Prior to the issuance of a Certificate of Completeness, the Administrative Officer shall determine that the following documents have been submitted:

- C/ I N/A W*** [C = Complete I = Incomplete N/A = Not Applicable W = Waiver Requested*]
- | | | | | |
|-------------------------------------|--------------------------|-------------------------------------|--------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 1. Twenty-five (25) copies of completed and signed application form, which must include the following: |
| | | | | <input type="checkbox"/> Applicant's name, address, telephone number, facsimile number and e-mail address. |
| | | | | <input type="checkbox"/> Property Owner's name, address, telephone number, facsimile number and e-mail address. |
| | | | | <input type="checkbox"/> Applicant's interest in the property. |
| | | | | <input type="checkbox"/> Name, address, telephone number, facsimile number and e-mail address of the Applicant's attorney (if represented), and any and all other professional representatives. |
| | | | | <input type="checkbox"/> Street address of property under consideration. |
| | | | | <input type="checkbox"/> Tax Block and Lot numbers of property. |
| | | | | <input type="checkbox"/> Zoning District in which property is located. |
| | | | | <input type="checkbox"/> Description of the property. |
| | | | | <input type="checkbox"/> Description of the proposed development. |
| | | | | <input type="checkbox"/> Type of application (i.e., Use Variance or Bulk Variance). |
| | | | | <input type="checkbox"/> Identification of subject property's Special Flood Hazard Area Zone. |
| | | | | <input type="checkbox"/> Executed copy of "Authorization & Consent Form" Part C. |
| | | | | <input type="checkbox"/> Executed copy of "Certificate of Ownership" Part D, if applicable. |
| | | | | <input type="checkbox"/> Executed copy of "Certificate of Corporation/Partnership", if applicable. |
| | | | | <input type="checkbox"/> Verification of taxes paid (this will be further verified by the Administrative Officer). |
| | | | | <input type="checkbox"/> Executed copy of "Escrow Agreement" Part E. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2. Twenty-five (25) copies of the property deed(s). |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 3. Twenty-five (25) copies of the Zoning Permit denial. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 4. Required plans, folded, no larger than 30" x 42". |
| | | | | PLEASE NOTE: Only folded plans will be accepted, and all submitted plans must be to scale. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | a. Twenty-five (25) copies of current signed & sealed survey, prepared by a New Jersey Licensed Professional Land Surveyor. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | b. Five (5) copies of site plans/construction plans with initial submission and with each subsequent submission, for completeness review. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | c. Once the application is deemed complete, twenty (20) additional full-sized paper site plans/construction plans, plus one (1) reduced-size paper copy of the plans (no larger than 11" x 17"), and one (1) CD containing the plans in .pdf format. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 5. Six (6) copies of Tree Removal Application package in accordance with §525 (if applicable). |
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 6. Community Impact Statement (for Use Variance only). |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 7. Application Fee \$_____ Escrow Deposit \$_____ in accordance with schedule. |
| | | | | PLEASE NOTE: Application Fee and Escrow Deposit must be paid in separate checks. |

*Any request for a waiver must include a written explanation for the request.

APPLICATION for USE and/or BULK VARIANCES

TYPE OF VARIANCE REQUESTED:

- Bulk Variance (front, side/rear setback, other) – Specify: SEE ATTACHED LIST
- Bulk Variance (lot coverage): _____
- Use Variance (proposal not permitted in zone): _____
- Appeal/Interpretation of Decision: _____
- Other - Specify: _____

1. Property Address: 300 Hoover Avenue
2. Block: 8023 Lot: 3
3. Property is located in R-2 Zoning District, according to Neptune Township Land Development Ordinance.
4. Name of Applicant: MATTHEW LORING
Mailing Address: 300 Hoover Avenue, Neptune, NJ 07753
Phone #: _____ Fax #: _____ Cell #: _____
E-mail Address: _____
5. Name of Owner: _____
Mailing Address: SAME
Phone #: _____ Fax #: _____ Cell #: _____
E-mail Address: _____
6. Interest of Applicant, if other than Owner: _____
7. Name of Contact Person: _____
Mailing Address: SAME
Phone #: _____ Fax #: _____ Cell #: _____
E-mail Address: _____
8. Applicant's Attorney: MARK A. STEINBERG Company: _____
Mailing Address: 685 Neptune Blvd, Neptune NJ 07753
Phone #: 732 774 5665 Fax #: 732-775-7637 Cell #: 732 241 4016
E-mail Address: MSTEIN6517@aol.com
9. Applicant's Engineer: _____ Company: _____
Mailing Address: _____
Phone #: _____ Fax #: _____ Cell #: _____
E-mail Address: _____
10. Applicant's Architect: _____ Company: _____
Mailing Address: _____
Phone #: _____ Fax #: _____ Cell #: _____
E-mail Address: _____
11. Applicant's Surveyor: RODOLFO PIERRI Company: LANDMARK Surveying & Eng
Mailing Address: 813 MAIN ST, AVOON NJ 07717
Phone #: 732 775 8558 Fax #: 732 775 7848 Cell #: _____
E-mail Address: LANDMARKSE@OPTIMUM.NET
12. Applicant's Planner: _____ Company: _____
Mailing Address: _____
Phone #: _____ Fax #: _____ Cell #: _____
E-mail Address: _____

BULK VARIANCES REQUESTED:

1. Pool steps added to preexisting nonconforming pool with side yard setback of 6.46 feet where 10 required and variance if needed to retain preexisting nonconforming pool.
2. 6 Feet high solid fence in front yard with no setback from property line. Same in the right of way and request variance to retain and seek easement or lease from Neptune Township to maintain at current location or if required to move onto property line.
3. Expansion of driveway without prior approval and site triangle waiver due to location on street with no other homes and dead end termination.
4. Lot coverage variance if need; however plans show coverage at 39.28% where 40% maximum permitted.
5. Planting bed/retaining wall adjacent to driveway to be retained.
6. Any additional variance the Board's professionals may determine.

DESCRIPTION OF PROPERTY (e.g., Single Family Dwelling, Commercial/Retail):

Existing use of property: SINGLE FAMILY DWELLING
 Proposed use of property: SAME
 Special Flood Hazard Area: NO

PRINCIPAL USE:

	REQUIRED and/or PERMITTED	EXISTING	PROPOSED
LOT SIZE			
LOT COVERAGE	<i>See attached</i>		
BUILDING COVERAGE			
BUILDING HEIGHT			
FRONT SETBACK			
REAR SETBACK			
SIDE SETBACK			
COMBINED SIDE SETBACK			

(If multiple lots and/or buildings, please attach additional detailed listing for each.)

ACCESSORY (if applicable):

	REQUIRED and/or PERMITTED	EXISTING	PROPOSED
LOT SIZE			
LOT COVERAGE			
BUILDING COVERAGE			
BUILDING HEIGHT			
FRONT SETBACK			
REAR SETBACK			
SIDE SETBACK			
COMBINED SIDE SETBACK			

(If multiple lots and/or buildings, please attach additional detailed listing for each.)

8. Have there been any previous applications to the Planning Board or Board of Adjustment involving these premises?

YES NO

If YES, please give date(s): _____

Result of decision: _____

9. Justification/reason(s) for variance(s) requested. (Be as specific as possible; attach additional sheets if necessary.):

PREEXISTING, SECURITY, PRIVACY, SAFETY, AND LOT SIZE

**R-2 RESIDENTIAL ZONING DISTRICT
AREA, YARD & BUILDING REQUIREMENTS (SCHEDULE B)**

	REQUIRED	EXISTING/ PROPOSED	VARIANCE REQ.
LOT DIMENSIONS			
MINIMUM LOT AREA	12,000 S.F.	12,504 S.F.	NO
MAXIMUM DENSITY	4.30	3.47	NO
MINIMUM LOT WIDTH	100 FT	85.00 FT (e)	NO
MINIMUM LOT FRONTAGE	100 FT	220.47 FT	NO
MINIMUM LOT DEPTH	100 FT	125.00 FT	NO
BUILDING SETBACKS			
FRONT YARD	25 FT	20.5 FT (e)	NO
SIDE YARD	10 FT	24.3 FT	NO
COMBINED SIDE YARD NEAR YARD	25 FT	NA	NO
REAR YARD	30 FT	28.5 FT (e)	NO
LOT COVERAGE			
MAXIMUM PERMITTED BUILDINGS & STRUCTURES	30%	19.44%	NO
MAX IMPERVIOUS PERMITTED WORK IMPROVABLE AREA	40%	39.28%	NO
MAX IMPROVABLE AREA	2,400 S.F.	4,558 S.F.	NO
HEIGHT LIMITATIONS			
MAX BLDG. HEIGHT	35 FT 2.5 STORIES	<35 FT	NO

(e) EXISTING NON-COMFORMITY

IMPERVIOUS COVERAGE CALCULATIONS

(12,553.47 S.F.)

DWELLING	2,212.51 SF
COVERED PORCH	234.28 SF
PORCH STEPS	20.94 SF
WALK STEPS	11.17 SF
FRONT SIDEWALK	96.42 SF
CHIMNEY	15.03 SF
SIDE SIDEWALK	22.01 SF
DECK	187.32 SF
AC PAD	36.90 SF
DECK STEPS	8.11 SF
BBQ AREA	188.80 SF
POOL WATER NOT INCLUDED	
DRIVEWAY ASPHALT	598.85 SF
DRIVEWAY CONC.	152.62 SF
POOL AREA MINUS POOL WATER	1,145.62 SF
TOTAL IMPERVIOUS COVERAGE	4,930.58 SF (39.28%)

10. If a Zoning denial has been received as part of this application, please attach.

The required submission for all applications to be complete is:

- Twenty-five (25) copies of a completed application form, inclusive of any supporting information.
- Twenty-five (25) copies and one (1) CD* of survey and/or plan(s) with one (1) additional copy of survey and/or plan(s) on 11' x 17' sheet(s).

*See §802B - Completeness Checklist for Use Variance and Bulk Variance Request for details on submission requirements.

AFFIDAVIT OF APPLICATION

State of New Jersey
County of Monmouth

MATTHEW LORING, being of full age, being duly sworn according to Law, on oath
(INSERT APPLICANT'S NAME)
deposes and says that all the above statements are true.

Matthew Loring
(ORIGINAL SIGNATURE OF APPLICANT TO BE NOTARIZED)

MATTHEW LORING
(PRINT NAME OF APPLICANT)

Sworn and subscribed before me this

25th day of April, 2023

[NOTARY SEAL]

Mark A. Steindberg
(SIGNATURE OF NOTARY PUBLIC) **MARK A. STEINBERG**
Attorney at Law of N.J.

OWNER'S AFFIDAVIT OF AUTHORIZATION AND CONSENT STATEMENT OF LANDOWNER
WHERE APPLICANT IS NOT LANDOWNER

(Original signatures only – copies will not be accepted)

In the matter before the BOARD OF ADJUSTMENT in the Township of Neptune,
(INSERT PLANNING BOARD or BOARD OF ADJUSTMENT)
State of New Jersey, County of Monmouth, I/We, MATTHEW LORING,
(INSERT PROPERTY OWNER'S NAME[S])
with mailing address of 300 HOOVER AVE, NEPTUNE NJ 07753,
(INSERT PROPERTY OWNER'S MAILING ADDRESS)
of full age being duly sworn according to oath depose(s) and say(s):

"I/We am/are the Owner(s) of the subject property in connection with this application
designated as Block(s) 8023 Lot(s) 3,
also known as 300 HOOVER AVE, NEPTUNE NJ.
(INSERT PHYSICAL ADDRESS OF SUBJECT PROPERTY)


I/We authorize MATTHEW LORING
(INSERT NAME OF OWNER(S)' REPRESENTATIVE APPEARING BEFORE THE BOARD)
to appeal to the Planning Board/Board of Adjustment of the Township of Neptune for such
relief as may be required relating to the property listed above, consent to such appeal and
application, and agree that the decision of the Planning Board/Board of Adjustment on such
appeal shall be binding upon me/us as if said appeal has been brought and prosecuted directly
by me/us as the Owner(s).


(ORIGINAL SIGNATURE OF APPLICANT TO BE NOTARIZED)

MATTHEW LORING
(ORIGINAL SIGNATURE OF APPLICANT TO BE NOTARIZED)

Sworn and subscribed before me this

25TH day of April, 2023


(SIGNATURE OF NOTARY PUBLIC)


[NOTARY SEAL]

MARK A. STEINBERG
Attorney at Law of N.J.

SITE VISIT AUTHORIZATION OF PROPERTY OWNER

I hereby authorize any member of the Township of Neptune Planning Board or Board of Adjustment, any of said Board's professionals or any reviewing agencies of the Board to enter upon the property which is the subject matter of this application, during daylight hours, for the limited purpose of viewing same to report and comment to the Board as to the pending application.

Date: 4/25/23



 (SIGNATURE OF PROPERTY OWNER)
 MATTHEW LORING

STATEMENT FROM TAX COLLECTOR

Block: _____ Lot: _____

ATTACHED →

Property location: _____

Status of municipal taxes: _____

Status of assessments for local improvements: _____

Date: _____

(AUTHORIZED SIGNATURE OF TAX COLLECTOR)

Property Information			
Block : 802	Lot: 3	Qualification :	Deductions:
Tax Account Number : 72220			Senior: 0
Dimension : 125X100			Vet : 0
Property location : 300 HOOVER RD			Widow : 0
Property Class : 2			Survivor: 0
Bank code : 01368			Disabled: 0
Building Descript : 2S-AL-AL-AG-1U			Deduction amount: 0.00
Additional lots :			

Owner Information	
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	
XXXXXXXXXXXXXXXXXXXXXXXXXXXX	
XXXXXXXXXXXXXXXXXX XX XXXXX	

Property Tax Information			
2022 Net Tax :	10,433.22	Land value:	151,400
2023 Net Tax :	0.00	Improvement value:	516,800
2023 Total Tax:	0.00	Net taxable value:	668,200
Special Tax codes : F01	Special Tax Amount :		0.00

Tax Quarter History: 2023					
	Due Feb. 1st 1st Quarter	Due May 1st 2nd Quarter	Due Aug. 1st 3rd Quarter	Due Nov. 1st 4th Quarter	1/2 next yr
Tax Due	2,608.31	2,608.30	0.00	0.00	0.00
Tax Paid	2,608.31	0.00	0.00	0.00	0.00
Balance	0.00	2,608.30	0.00	0.00	0.00

NOTE: 11/16/20 REMOVED BANK CODE - LM

2023 Balance Summary							
Totals Due:	5,216.61	Paid :	2,608.31	Adjust:	0.00	Bal:	2,608.30

Transaction History						
Tax Year	Tax Due	Tax Paid	Interest	Date Paid	Total Paid	Dep#
2023 Tax Year						
Bal Forward	0.00					
1st Quarter	2,608.31	2,608.31	0.00	1/12/23	2,608.31	42
2nd Quarter	2,608.30					
3rd Quarter	0.00					
4th Quarter	0.00					
Ending Bal	2,608.30					

Summary of Transactions for All Years Listed Above By Dates:

mode	paid	tax	int	date
	2,608.31	2,608.31		1/12/23

ESCROW AGREEMENT

I/We fully understand an "Escrow Account" will be established to cover the costs of professional services which may include engineering, planning, and/or architectural services, and any other expenses incurred in connection with the review of this application before the Planning Board/Board of Adjustment.

The amount of the Escrow deposit will be determined by the Neptune Township Land Development Ordinance §1000 - Application and Escrow Fees, Table 10.02 - Escrow Fees.

It is the policy of Neptune Township that once an Escrow Account falls below 24% of the original deposit amount, the account must be replenished to its original amount. The only exception would be when the application is nearing completion; in such cases, the Applicant will be notified of any anticipated charges and the amount of the additional deposit required.

Payments shall be due within fifteen (15) days of receipt of the request for additional Escrow Funds. If payment is not received within that time, the Applicant will be considered to be in default, and such default may jeopardize further appearance before the Board, and delay any and all pending approvals and the issuance of building permits. Continued failure to submit requested funds will result in legal action against the property.

In accordance with N.J.S.A. 40:55D-53.1, all unused portion of the Escrow Account will be refunded upon written request from the Applicant, and verification by the Board's professionals who reviewed the application.

By signature below, I/We acknowledge receipt of Neptune Township's §1000 - Application and Escrow Fees, and agree to all conditions listed.

Name of Applicant: MATTHEW LORING
(PLEASE PRINT)

Property Address: 300 HOOVER AVENUE

Block: 8023 Lot: 3

Applicant: MATTHEW LORING
(PRINT NAME)

Matthew Loring
(SIGNATURE OF APPLICANT)

Date: 4/25/23

Owner: MATTHEW LORING
(PRINT NAME)

Matthew Loring
(SIGNATURE OF OWNER)

Date: 4/25/23