

**AN APPLICATION FOR A ZONING CHANGE WILL BE ACCEPTED WHEN THE APPLICANT AND/OR OWNER FULFILL ALL REQUIREMENTS LISTED BELOW. THE FOLLOWING ITEMS NEED TO BE SUBMITTED.**

- \_\_\_\_\_ A legal description of the subject parcel (s), as well as a complete list of names and addresses of property owners for the subject parcel (s) and all parcels adjacent to the subject parcel(s), including properties to the front, back, sides and across all public and private rights of ways and streets from the subject parcel(s).
  
- \_\_\_\_\_ A preliminary plan of the entire proposed project for which the zoning change is requested. The preliminary plan shall include preliminary study information about the proposed project to validate the following:
  - \_\_\_\_\_ Storm drainage area for storm sewer system;
  - \_\_\_\_\_ Sanitary sewer capacity;
  - \_\_\_\_\_ Emergency ingress and egress arrangements;
  - \_\_\_\_\_ Street lighting system; and
  - \_\_\_\_\_ Sidewalks
  
- \_\_\_\_\_ Submit the following information about the proposed project:
  - \_\_\_\_\_ Expected starting date relative to the effective date of change in zoning;
  - \_\_\_\_\_ Expected completion date;
  - \_\_\_\_\_ Approximate total cost;
  - \_\_\_\_\_ Expected benefit to the community, i.e., employment, housing units, recreational facilities, parks, schools, etc.;
  - \_\_\_\_\_ Anticipated impact on utilities including, but not limited to the Storm sewers and the sanitary sewers;
  - \_\_\_\_\_ Anticipated impact on traffic with suggestions for the resolution of anticipated problems; and
  - \_\_\_\_\_ Expected environmental impact as to air, water, noise and vegetation.
  
- \_\_\_\_\_ Submit information that will enable the Zoning Commission to investigate and ascertain that the location, size and other characteristics of the site and proposed project in the preliminary plan comply with the following conditions:
  - \_\_\_\_\_ That it consistent with the existing growth and development pattern established in the community.
  - \_\_\_\_\_ That it will not adversely affect neighboring property.
  - \_\_\_\_\_ That it is at a location where traffic congestion does not exist on the streets to be utilized and where objectionable congestion would probably not be created as a result of the project, or if traffic is already a problem at the proposed location, that the traffic situation be analyzed as completely as possible to assure that all reasonable means of minimizing are considered.  
Turning lanes, one way routes, limits during certain hours, additional routes, etc., may be indicated; and
  - \_\_\_\_\_ That the plan provides for integrated and harmonious design of buildings and for adequate and properly arranged facilities for internal traffic circulation, off street parking and loading, landscaping and such other features as may be necessary to make the project attractive and compatible with adjacent properties.

#### HOW TO REQUEST A WAIVER OF REQUIREMENT(S):

The applicant must submit a written statement and supportive documentation indicating reason why the requirement(s) shall be waived. The documentation provided by the applicant shall clearly demonstrate that the information waived is not necessary for a full and adequate review of the project on the character of the neighborhood and the spirit of the Zoning Resolution of the Township.