

**APPLICATION TO
ZONING BOARD OF ADJUSTMENT
TOWNSHIP OF STILLWATER**

DATE FILED: _____ HEARING: _____

CAL. NO.: _____ DECIDED: _____

APPLICATION FEE: _____ RECEIVED ON: _____ BY: _____

APPLICANT MUST FOLLOW INSTRUCTIONS FOR THE COMPLETION OF THIS APPLICATION AND THE PROCEDURE SET FORTH EXACTLY; OR DELAY IN HEARING THIS APPLICATION WILL RESULT.

I (WE): _____, ADDRESS: _____

PHONE #: _____, EMAIL: _____

Do hereby make an appeal for a _____ VARIANCE, _____, APPEAL, OR INTERPRETATION, from the provisions of Article, _____ Sections _____ of the Township Zoning Ordinance to be permitted to:

ENGINEER'S NAME: _____

ADDRESS: _____

PHONE #: _____, EMAIL: _____

ATTORNEY'S NAME: _____

ADDRESS: _____

PHONE #: _____, EMAIL: _____

OWNER'S NAME(S): _____

ADDRESS: _____

PHONE #: _____, EMAIL: _____

The premises affected are known as _____

Being lot(s) _____ in Block(s) _____

In the _____ zone.

The land in question is approximately _____ feet by _____ feet,
containing _____ sq. ft., _____ (ac).

The building or structure to be constructed or lot to be created is _____ feet
by _____ feet and _____ square feet on each story.

The building or structure has a front-line setback of _____ feet, sideline setback of
_____ feet, and a rear line setback of _____ feet. Height is _____.

The average front setback of adjoining structures is _____ feet. The largest setback
is _____ feet, and the smallest setback is _____ feet.

***Average setback is the mean setback from a street right-of-way of buildings on both sides of a lot**

Has an application involving these premises, or any part of these premises been made to either
the Board of Adjustment or the Planning Board? YES _____ or NO _____

If yes, what was the nature of the application and its position? _____

Date Application was made to the Zoning Officer _____

What was his/her decision? _____

What are the Affirmative reasons the applicant asserts are of sufficient merit to enable the Board
to grant the relief being requested? _____

How can the Zoning Board permit the request without being detrimental to the public good or
substantially impairing the intent and purpose of the Zone Plan and Zoning Ordinance?

Exhibits submitted with the application include: _____

_____ being duly sworn according to law hereby certifies that
the information presented in this application to be true and accurate.

(Applicant)

(Applicant)

STATE OF NEW JERSEY:

SS:

COUNTY OF _____:

Sworn and subscribed to before me this _____ day of _____, 20____.

(Notary)

AFFIDAVIT OF OWNERSHIP

STATE OF NEW JERSEY:

SS:

COUNTY OF _____:

_____ of full age, being duly sworn according to law on oath deposes and says that he/she resides at _____ in the Municipality of _____, in the County of _____ and the State of _____; that he/she is the owner(s) in fee of all that certain lot, piece of parcel of land situated, lying and being in the municipality aforesaid and known and designated as Calendar Number _____.

Owner

Owner

Sworn and subscribed to before me this _____ day of _____, 20_____.

(Notary)

AUTHORIZATION

If anyone other than the above owner is making this application, the following authorization must be executed.

TO THE ZONING BOARD OF ADJUSTMENT:

_____ is hereby authorized to make the within application.

Dated: _____

Owner

CORPORATION OR PARTNERSHIP FORM

Applications before the Zoning Board by a Corporation or a Partnership for a subdivision of 6 or more lots or 25 or more family units for approval of a site plan or approval of lands for commercial purposes shall list below the names and addresses of all stockholders or individual partners owning at least 10% of it's stock of any class or at least 10% of the interest in the partnership, as the case may be, as required by N.J.S.A. 40:55D-48.1 et. Seq.

Name: _____ Address: _____

Name: _____ Address: _____

Name: _____ Address: _____

Name: _____ Address: _____

Name: _____ Address: _____

Name: _____ Address: _____

Name: _____ Address: _____

Name: _____ Address: _____

Name: _____ Address: _____

Please note: "No Planning Board, Board of Adjustment or Municipal Governing Body shall approve the application of any corporation or partnership which does not comply with this Act," per N.J.S.A. 40:55-D-48.1 et. Seq., P.L. 1977, Chapter 336, Section 3.

Comments or Notes: _____

SITE INSPECTION AUTHORIZATION FORM

I hereby give permission for Stillwater Township Municipal Agencies and their agents to come upon and inspect these premises with respect to this application.

Block _____, Lot _____

(Applicant)

(Applicant)

Owner's Signature
(If different from Applicant)

Applicant: _____

Address: _____

Stillwater Area Volunteer Fire Company
Stillwater Township Emergency Rescue Squad
929 Stillwater Road
Newton, NJ 07860

To Whom it May Concern:

The undersigned has made an application before the Stillwater Township Zoning Board of Adjustment for relief from provisions in the Municipal Land Use Law which require that building permits only be issued for properties which abut a public street. Pursuant to the Municipal Land Use Law, relief can be granted from this requirement by the Zoning Board of Adjustment. However, it is my burden to establish before the Zoning Board that the non-public/private road on which my property abuts will provide: "adequate access for firefighting equipment, ambulances and other emergency vehicles necessary for the protection of health and safety and that will protect any future street layout shown on the official map on or on the general circulation plan element of the Municipal Master Plan." To that end I would ask that you provide in your capacity as a member of the emergency services organizations within Stillwater Township, a written opinion to the Zoning Board as to the non-public road on which my property abuts would meet, or not meet, the criteria stated above.

If you have any questions, please do not hesitate to contact me at the phone number listed below or the Zoning Board of Adjustment at 973-383-9484 for clarification.

The Board is tentatively planning to hear my application on: _____.

Applicant Name(s): _____

Property Address: _____

Phone No: _____, Block: _____, Lot: _____, Cal No: _____

I have read and fully understand this document and the procedure to be followed.

Applicant Signature

Date:

NOTICE TO APPLICANTS REGARDING UNDERSIZED LOTS

A. The Stillwater Township Zoning Board of Adjustment as part of its by-laws and procedures recommends the attached buy-sell form letter be followed in corresponding with abutting property owners. While you are not required to use the exact wording in the enclosed form (and the form should be modified for individual applications where appropriate), it is the policy of the Zoning Board to require the buy-sell letter to contain the substance of the attached letter which should be sent by certified mail and ordinary mail at least 20 days before the first scheduled hearing date. Failure to follow this procedure may result in an adjournment of the hearing until the procedure is followed or a determination by the Zoning Board of Adjustment that you have not established the necessary hardship for the granting of variances. The purpose of this form letter is to assist applicants in giving the appropriate notice in undersized lot cases.

You must be prepared at the hearing to offer into evidence a copy of this letter with the return receipt request together with any response from the abutting property owners. In the event the response is oral only, then you are advised to write another letter to the abutting property owners setting forth the substance of the conversation (i.e.: such as any indication of an offer to purchase or sell) together with a statement in the letter that the abutting property owner may appear on the hearing date to give testimony. A copy of your responding letter by certified mail may be offered at the hearing. The Zoning Board will be concerned with how valid your attempts are to give adequate notice to the adjoining property owner.

B. Stillwater Township Ordinance requires evidence that a septic system can be located on the property with sufficient space remaining for a well and residence. Therefore, the Board of Health approval is required before a hearing can be scheduled.

If you have any questions concerning the procedure to be followed, consult our own attorney.

**STILLWATER TOWNSHIP
ZONING BOARD OF ADJUSTMENT**

OFFER TO SELL

Certified Mail - RRR and Regular Mail

Mr./Mrs: _____

Lot: _____, Block: _____, Stillwater Township

Address: _____

Calendar Number: _____

Dear Adjoining Property Owner:

_____, who owns a lot adjacent to your lot is applying to the Zoning Board of Adjustment for a variance.

The purpose of this letter, in addition to the variance notice previously sent to you, is to inquire whether you have any interest in either (a) purchasing this lot at its fair market value as a building lot (which assumes the variance has been granted), or (b) selling additional land to us in order to make the lot conforming or more conforming.

You should be aware that in the event you purchase the lot as a building lot at its fair market value, it would have to be merged with your lot and not remain a separate buildable lot. It is important to emphasize that the price we would be entitled to request would be a building lot price and not mere raw acreage.

In addition, if you contemplate conveying a portion of your existing lot to our lot to make it more conforming, it is doubtful the Board would consider such a proposal if by doing so you render your lot non-conforming in any respect.

Finally, you should be aware that it is not our choice to either sell this building lot or contemplate purchasing additional land from you as we believe the existing lot is quite suitable for a single-family residence. Nor do we believe in this instance that the law would require us to sell the lot to you. Nevertheless, the purpose of this letter is to inquire of you as adjoining property owners of your interest in the matter and if you have no interest in buying or selling as described above, to let the Zoning Board know of your position. Would you please indicate on a copy of the letter enclosed your position with respect to this letter which I will provide to the Board. You may certainly feel free to call me if you have any questions.

Enclosed is a stamped, return addressed envelope for your convenience. You may, of course, attend the Zoning Board hearing and provide testimony concerning your position.

Very Truly Yours,

Applicant's Telephone No: _____

cc: Penny Bair/Zoning Board Secretary

RESPONSE TO OFFER TO SELL

Re: Applicant: _____

Lot: _____, Block: _____, Township of Stillwater

We have an interest in purchasing the applicant's property: _____YES _____NO

We are willing to pay: \$_____

We have an interest in selling our property: _____ YES _____NO

We are willing to sell our property for: \$_____

We have an interest in selling a portion of our property consisting of _____sq. ft.
_____YES _____NO

We are willing to sell a portion of our property _____sq. ft. for \$ _____

We have no interest in buying the applicant's property or selling our property or a portion of our property: _____YES _____NO

We will be in attendance at the Zoning Board Hearing to give our testimony:
_____YES _____NO

Dated:

Signature

Signature

You may send a copy of this response directly to the Zoning Board Secretary as follows:

Penny Bair
Stillwater Township Zoning Board
964 Stillwater Road
Newton, NJ 07860
Calendar No:_____

**TOWNSHIP OF STILLWATER
OFFICE OF THE TAX ASSESSOR
WRITTEN REQUEST FOR CERTIFIED LIST OF PROPERTY OWNERS**

DATE : _____

PROPERTY OWNER(S): _____

ADDRESS: _____

BLOCK: _____ **LOT:** _____

PHONE: _____

PROPERTY LOCATION: _____

PLEASE MAIL: _____ **WILL PICK UP:** _____ **EMAIL:** _____

FEE: \$10.00

PAID - CHECK # _____ **CASH:** _____ **NOT PAID:** _____

STATUS OF TAXES FORM

STATUS OF TAXES REQUIRED: Request from Stillwater Township Tax Collector, at **least 15 days** prior to the due date of submission to the Zoning Board, that property taxes are current.

TOWNSHIP OF STILLWATER OFFICE OF THE TAX COLLECTOR STATUS OF TAXES

DATE : _____

In keeping with the Ordinance adopted by the Stillwater Township Committee on July 22, 1976 fixing procedures governing applications to the Planning and Zoning Boards, Article III, Section 10, requiring submission of proof of taxes or assessments for local improvements are paid or delinquent on the property before the Board.

PLEASE SUBMIT VERIFICATION FOR:

PROPERTY OWNER(S): _____

ADDRESS: _____

BLOCK: _____ LOT: _____

TAXES ARE PAID TO DATE: _____

TAXES ARE NOT PAID TO DATE: _____

Tax Collector

LIST OF PROPERTY OWNERS SERVED

NOTICE:

The list of required names and addresses may be obtained from the office of the Township of Stillwater Tax Assessor. This form shall be typewritten or printed and shall clearly indicate the type of service, as follows:

Personal Service or Certified Mail Service

Local Property Owners: Personal Service

Out-of Town Owners: Certified Mail Service

NAME AND ADDRESS

TYPE OF SERVICE

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

The above list was compiled by: _____

PROOF OF SERVICE

STATE OF NEW JERSEY:

SS:

COUNTY OF _____:

_____ of full age, being duly sworn according to law on oath deposes and says that he/she resides at _____ in the Municipality of _____, in the County of _____ and the State of _____; and that he/she is the applicant in a proceeding before the Zoning Board of Adjustment, Township of Stillwater, County of Sussex, State of New Jersey, being an application under the Zoning Ordinance which has the application number _____ and relates to premises located at _____ Tax Map No. _____, Block _____, Lot _____ and that he/she gave notice of this proceeding to each and every owner of property affected by said application, in the required form, in the manner provided by law on _____, 20____.

A true copy of the notice, names and address of those so notified are attached to this affidavit.

Owner

Sworn and subscribed to before me this _____ day of _____, 20_____.

(Notary)

STATUTORY REQUIREMENTS CONCERNING PUBLIC NOTICE

Statutory requirements concerning public notice are set forth in Sections 7, 7.1 and 7.3 (N.J.S.A. 40:55D-11, 12 and 14) of the Municipal Land Use Law (Chapter 291), Laws of New Jersey 1975. These requirements are also listed on the Notice Procedures Form given to the applicant when he/she receives his list of property owners within 200 feet.

The New Jersey Herald
legals@njherald.com

NOTICE TOWNSHIP OF STILLWATER SUSSEX COUNTY, NEW JERSEY

NOTICE TO PROPERTY OWNERS AND OTHERS ENTITLED TO SERVICE

TO: _____ Owners of Property Located at Block _____, Lot _____

PLEASE TAKE NOTICE that the undersigned has made application to the Zoning Board of Adjustment, Township of Stillwater, for property known as Block _____, Lot _____, located at _____, in the _____ Zone, as follows:

1. _____
2. _____
3. _____

In addition, applicant(s) will request such variances, waivers, permits, approvals or licenses that are deemed necessary or appropriate by the applicant or the Board. This application is now Number _____ on the calendar for the Zoning Board of Adjustment of the Township of Stillwater and a public hearing has been set for _____ at the Stillwater Township Municipal Building, 964 Stillwater Road, Stillwater, New Jersey at 7:00 p.m. When the case is called you may appear either in person or by attorney to present any evidence which you may have regarding the application. The matter will be heard on the date above or any adjourned date designated by the Zoning Board of Adjustment at this public meeting without additional notice. The maps, plans and application for which approval is being sought are on file with the Zoning Board Secretary and are available for inspection at the Municipal Building during normal business hours in the office of the Municipal Clerk.

This notice is sent to you pursuant to the rules of procedure of the Zoning Board of Adjustment.

Applicant

By: _____

Please forward a copy of the Affidavit of Publication

**NEW JERSEY HERALD
2 SPRING STREET
P.O. BOX 10
NEWTON, NJ 07860
PHONE: 973-383-1500
FAX: 973-383-9284**

Please be advised, effective immediately, The New Jersey Herald Requirements to Publish a Legal Notice are as follows:

1. Legals cannot be taken over the phone. You may mail or bring the form you receive from your Township or Borough into the New Jersey Herald Office listed above, Attention: Legal Advertising.
2. **There is a 2 day deadline by noon to publish:**
Monday: 12 noon for Wednesday; Tuesday: 12 noon for Thursday; Wednesday: 12 noon for Friday; Thursday: 12 noon for Sunday and Friday: 12 noon for Monday and Tuesday.
3. The applicant's name, mailing address and telephone number must be on the form so paperwork can be mailed back.
4. Please be sure everything on the form is legible.
5. A deposit is required on ALL legal advertising. A Visa or Mastercard may be used. Please include expiration date and CVV code.

Email is also available to send in your legal advertisement. Please contact the Legal Advertising Department at 973-383-1500 for more information.

STILLWATER TOWNSHIP ADMINISTRATIVE CHECKLIST

APPLICANT: _____

CALENDAR NO: _____

DATE SUBMITTED: _____

APPLICATION STATUS: INCOMPLETE: _____
 COMPLETE: _____
 DECISION DUE: _____

ITEM	COMPLETE	INCOMPLETE	WAIVER REQUESTED
Property completed application forms (Original and 14 copies)	_____	_____	_____
Plans, maps & construction details as Required - Zoning Board 14 copies	_____	_____	_____
Fees & Escrow Deposits paid	_____	_____	_____
Payment of Taxes, liens & assessments	_____	_____	_____
Site Inspection Authorization Form	_____	_____	_____
Compliance with legal notice requirements	_____	_____	_____
Corporation or Partnership Form	_____	_____	_____
Affidavit of Ownership and Authorization Form	_____	_____	_____
Copies of Approvals of other government Agencies as may be required or an Affidavit indicating that application has been Made to such agencies	_____	_____	_____
A listing of all variance requests, waiver Requests of miscellaneous design Standards and checklist waiver requests	_____	_____	_____

**STILLWATER TOWNSHIP
APPEAL/INTERPRETATION CHECKLIST**

APPLICANT: _____

CALENDAR NO: _____

DATE SUBMITTED: _____

APPLICATION STATUS:	INCOMPLETE:	_____
	COMPLETE:	_____
	DECISION DUE:	_____

ITEM	COMPLETE	INCOMPLETE
A map prepared by the applicant or a professional Architect, engineer, planner or surveyor which Clarifies in sufficient detail the nature of the appeal Or interpretation. See Paragraph 5 below	_____	_____
Any documentation, forms or correspondence Which explains the nature of the appeal or Interpretation	_____	_____
A graphic or written description of the area Surrounding the subject property	_____	_____
A statement or legal brief which clarifies the Position of the applicant	_____	_____
The applicant shall file with the application Fourteen (14) copies of a plot plan or survey to Scale, not less than one inch equals 50 feet, Showing all properties within 200 feet of the Subject properties	_____	_____

PLOT PLAN REQUIREMENTS

Plot plans shall include all of the following components:

ITEM	COMPLETE	INCOMPLETE
North arrow giving reference meridian	_____	_____

Property Line shown in degree, minutes & seconds	_____	_____
Acreage of affected parcel to the nearest Hundredth of an acre	_____	_____
Title block containing the name of the applicant, Preparer, lot & block numbers, date prepared, Date of last amendment and zoning district. Location, names and widths of all existing and Proposed streets on the property and within 200 Feet of the tract	_____	_____
Location, names and widths of all existing and Proposed streets on the property and within 200 Feet of the tract	_____	_____
Location, type and dimensions of existing Easements or rights of way including power lines	_____	_____
Critical areas as defined in Section 240-104, I, J K of the ordinance	_____	_____
Location of existing structures & their setbacks	_____	_____
Location of the proposed structure or change, Showing the front, rear and side yard dimensions	_____	_____
Zoning district in which parcel is located, Indicating all setbacks, lot coverage height, Floor area ration & density, both as to required And proposed. Indicate the above both written And graphically	_____	_____
Location, arrangement and dimensions of parking Area, driveway or service areas, if any	_____	_____
Names, Block and Lot numbers of owners Within 200 feet of subject property	_____	_____
Location of all buildings on all adjoining Properties (including setbacks)	_____	_____

*If the plot plan is prepared by someone other than a surveyor, engineer or architect, it must be accompanied by an affidavit certifying that all of the information shown on the plan is correct.

STILLWATER TOWNSHIP CONDITIONAL USE CHECKLIST

APPLICANT: _____

CALENDAR NO: _____

DATE SUBMITTED: _____

APPLICATION STATUS: INCOMPLETE: _____
 COMPLETE: _____
 DECISION DUE: _____

ITEM	COMPLETE	INCOMPLETE	WAIVER REQUESTED
An existing location survey for the Entire parcel showing existing structures which contains a surveyor's seal	_____	_____	_____
Photocopy of the portion of the tax map (reduced to 8 ½ x 11 or 8 ½ x 14) showing All properties within 200 feet. Applicant shall Indicate with a box the approximate locations Of all residence or other structures on the tax map	_____	_____	_____
A notation indicating the section of the Ordinance that allows the conditional use As proposed	_____	_____	_____
A listing of the conditional use standards That apply to the subject proposal	_____	_____	_____
A list of identical or similar uses within the Township or close proximity	_____	_____	_____
A graphic and/or written description of the Area surrounding the subject property	_____	_____	_____

STILLWATER TOWNSHIP C VARIANCE CHECKLIST

APPLICANT: _____

CALENDAR NO: _____

DATE SUBMITTED: _____

APPLICATION STATUS: INCOMPLETE: _____
 COMPLETE: _____
 DECISION DUE: _____

ITEM	COMPLETE	INCOMPLETE	WAIVER REQUESTED
A map in conformance with Plot Plan Requirements below	_____	_____	_____
A graphic and/or written description of The area surrounding the subject property	_____	_____	_____
A description of the alternatives that were Considered	_____	_____	_____
A statement or legal brief which clarifies Why the "C" variance should be granted and The specific hardship involved. Particular Attention should be paid to the contents of Section 602c, applicable case law and other Relevant Township ordinances & NJ Statutes	_____	_____	_____
The applicant shall file with the application Fourteen (14) copies of a plot plan or survey To scale, not less than one inch equals 50 feet, Showing all properties within 200 feet of the Subject property.	_____	_____	_____

PLOT PLAN REQUIREMENTS

Plot plans shall include all of the following components:

ITEM	COMPLETE	INCOMPLETE
North arrow giving reference meridian	_____	_____
Property Line shown in degree, minutes & seconds	_____	_____
Acreage of affected parcel to the nearest Hundredth of an acre	_____	_____
Title block containing the name of the applicant, Preparer, lot & block numbers, date prepared, Date of last amendment and zoning district. Location, names and widths of all existing and Proposed streets on the property and within 200 Feet of the tract	_____	_____
Location, names and widths of all existing and Proposed streets on the property and within 200 Feet of the tract	_____	_____
Location, type and dimensions of existing Easements or rights of way including power lines	_____	_____
Critical areas as defined in Section 240-104, I, J K of the ordinance	_____	_____
Location of existing structures & their setbacks	_____	_____
Location of the proposed structure or change, Showing the front, rear and side yard dimensions	_____	_____
Zoning district in which parcel is located, Indicating all setbacks, lot coverage height, Floor area ration & density, both as to required And proposed. Indicate the above both written And graphically	_____	_____
Location, arrangement and dimensions of parking Area, driveway or service areas, if any	_____	_____
Names, Block and Lot numbers of owners	_____	_____

Within 200 feet of subject property

Location of all buildings on all adjoining
Properties (including setbacks)

*If the plot plan is prepared by someone other than a surveyor, engineer or architect, it must be accompanied by an affidavit certifying that all of the information shown on the plan is correct.

STILLWATER TOWNSHIP D VARIANCE CHECKLIST

APPLICANT: _____

CALENDAR NO: _____

DATE SUBMITTED: _____

APPLICATION STATUS: INCOMPLETE: _____
 COMPLETE: _____
 DECISION DUE: _____

ITEM	COMPLETE	INCOMPLETE	WAIVER REQUESTED
A map in conformance with Plot Plan Requirements below	_____	_____	_____
A graphic and/or written description of The area surrounding the subject property	_____	_____	_____
A description of the alternatives that were Considered	_____	_____	_____
A statement or legal brief which clarifies Why the "D" variance should be granted and The specific hardship involved. Particular Attention should be paid to the contents of Section 602d, applicable case law and other Relevant Township ordinances & NJ Statutes	_____	_____	_____
The applicant shall file with the application Fourteen (14) copies of a plot plan or survey To scale, not less than one inch equals 50 feet, Showing all properties within 200 feet of the Subject property. See paragraph A below	_____	_____	_____

PLOT PLAN REQUIREMENTS

Plot plans shall include all of the following components:

ITEM	COMPLETE	INCOMPLETE
North arrow giving reference meridian	_____	_____
Property Line shown in degree, minutes & seconds	_____	_____
Acreage of affected parcel to the nearest Hundredth of an acre	_____	_____
Title block containing the name of the applicant, Preparer, lot & block numbers, date prepared, Date of last amendment and zoning district.	_____	_____
Location, type and dimensions of existing Easements or rights of way including power lines	_____	_____
Critical areas as defined in Section 240-104, I, J K of the ordinance	_____	_____
Location of existing structures & their setbacks	_____	_____
Location of the proposed structure or change, Showing the front, rear and side yard dimensions	_____	_____
Zoning district in which parcel is located, Indicating all setbacks, lot coverage height, Floor area ration & density, both as to required And proposed. Indicate the above both written And graphically	_____	_____
Location, arrangement and dimensions of parking Area, driveway or service areas, if any	_____	_____
Names, Block and Lot numbers of owners Within 200 feet of subject property	_____	_____
Location of all buildings on all adjoining Properties (including setbacks)	_____	_____

*If the plot plan is prepared by someone other than a surveyor, engineer or architect, it must be accompanied by an affidavit certifying that all of the information shown on the plan is correct.

Paragraph A - If the relief sought is a use variance pursuant to N.J.S.A. 40:55D-70(d) and subdivision, site plan, and/or conditional use approval is required in connection with the project, the requests for approval shall be made simultaneously, with the use variance application to the Zoning Board in accordance with the "Instructions of the Planning Board". Said instruction may be obtained from the Planning Board Secretary. The applicant shall file in addition to the Plot Plan required in 14a, the items hereinafter set forth in order to support the simultaneous request for a subdivision, site plan and/or conditional use approvals:

2. Subdivision applications shall be accompanied by fourteen (14) copies of a subdivision plat prepared in accordance with the requirements of the Subdivision Ordinance.

3. Site Plan applications shall be accompanied by fourteen (14) copies of a Site Plan prepared in accordance with the requirements of the Site Plan Ordinance.

4. On Application for conditional use permits, the plot or survey required by paragraph A above will be sufficient.