

# Submission Checklist

BOROUGH OF GIBBSBORO

Submission Item No. and Description	Bulk Variance	Not Applicable	Submitted
1. Fourteen (14) copies of Land Use Application supplied by the Administrative Officer.	X	<input type="checkbox"/>	<input type="checkbox"/>
2. The application and escrow fees (see application p. 7 for fee schedule).	X	<input type="checkbox"/>	<input type="checkbox"/>
3. Fourteen (14) copies of the checklist.	X	<input type="checkbox"/>	<input type="checkbox"/>
4. A list of all variances, waivers and exceptions requested, citing the application section of the ordinance (see application p. 2).	X	<input type="checkbox"/>	<input type="checkbox"/>
5. Tax & Assessment Report completed by Tax Collector (see application p. 5).	X	<input type="checkbox"/>	<input type="checkbox"/>
6. Name and address of the applicant and the owner, if different from applicant, on plan or plat, plus telephone, facsimile and e-mail address as part of the application submission (see application p. 1).	X	<input type="checkbox"/>	<input type="checkbox"/>
7. Affidavit of ownership (see application p. 5).	X	<input type="checkbox"/>	<input type="checkbox"/>
8. Fourteen (14) copies of site/survey plan to approximate scale which cannot be erased. Said plan should clearly indicate the following:	X	<input type="checkbox"/>	<input type="checkbox"/>
a. Location of proposed building, structure or addition in which relief is requested.	x	<input type="checkbox"/>	<input type="checkbox"/>
b. Location of all other buildings, structures, walls, bridges, fences, roadways, etc.	x	<input type="checkbox"/>	<input type="checkbox"/>
c. Names and locations of all abutting streets and properties.	x	<input type="checkbox"/>	<input type="checkbox"/>
d. Bordering dimensions of building, structures or additions, and distances to rear, side and front yard	X	<input type="checkbox"/>	<input type="checkbox"/>
e. Number of square feet contained in tract of land	X	<input type="checkbox"/>	<input type="checkbox"/>
f. An indication of the front of tract of land showing the number of feet in frontage.	X	<input type="checkbox"/>	<input type="checkbox"/>
g. Number of square feet of living space.	X	<input type="checkbox"/>	<input type="checkbox"/>

X = Denotes required submission item.

All submissions are to be collated or will not be accepted by the Administrative Officer.

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h. Percentage of lot coverage.	X	<input type="checkbox"/>	<input type="checkbox"/>
9. Proof that property owners within two hundred feet (200) were given notification.*	X	<input type="checkbox"/>	<input type="checkbox"/>
10. Proof of publication from newspaper.	X	<input type="checkbox"/>	<input type="checkbox"/>
11. Proof of personal service or certified mail to the County Planning Board when applicant's property is on an existing county road or proposed road. Address is Camden County Planning Board, Charles J. DePalma Complex, 2311 Egg Harbor Road, Lindenwold, NJ 08021	X	<input type="checkbox"/>	<input type="checkbox"/>
12. Proof that utilities and cable companies were given notification.	X	<input type="checkbox"/>	<input type="checkbox"/>
13. Affidavit of proof of service.	X	<input type="checkbox"/>	<input type="checkbox"/>
14. Copy of tax map sheet.	X	<input type="checkbox"/>	<input type="checkbox"/>

\* PLEASE NOTE THAT IF ANY UTILITY, GOVERNMENT AGENCY, COMMISSION OR ENTITY REQUIRES NOTIFICATION UNDER THE LAND USE LAW, IT IS APPLICANT'S RESPONSIBILITY TO NOTIFY THAT UTILITY, GOVERNMENT AGENCY, COMMISSION OR ENTITY