



Planning Board/Zoning Board of Adjustment
Application for Zoning Variance or Exception

Applicant: _____

1. An appeal is hereby made for a variance from (or exception to) the Raritan Township Zoning Ordinance, so as to permit

2. The proposed request is contrary to the Zoning Ordinance in the following particulars: (Please indicate the specific sections in violation as shown on the "Zoning Office Denial" form, if one was issued).

3. Please provide the reasons you believe this variance should be granted: _____

4. Has there been any previous appeal for a variance affecting these premises? If so, please provide particulars.



Guidelines

1. The attorney for the applicant, or the applicant, if not represented by an attorney, shall present to the Board of Adjustment at the inception of their presentation, a summary of the special reasons which they will advance and/or the “c” variance justification (hardship or benefits vs. detriment) which will be presented.
2. If a transcript of the proceedings in any case is required by the Board, the actual cost thereof, including the copy to be furnished to the Board, shall be borne by the applicant.
3. Certification of Publication from the newspaper, Affidavit of Notice and a copy of the Notice delivered to surrounding property owners to be submitted to the Board Office at least two (2) days before the meeting.
4. Except in cases where the applicant is either an individual or a sole proprietorship, the applicant shall be represented by an attorney.
5. This application must be submitted in duplicate to the Secretary of Planning Board/Zoning Board of Adjustment along with the following papers:
 - a. 24 copies of a Plot Plan drawn to scale by a NJ Licensed Surveyor and clearly indication property boundaries and all building thereon with all front, side and rear yard dimensions and setback dimensions, as well as all proposed structures and additions. Subdivision, site plan or sign plan plats will meet requirements.
 - i. Floor Plans (Signed and Sealed)
 - ii. Environmental features on site shall be shown with Township Buffer requirement
 - b. “Zoning Officer Denial” form completed and signed by the Zoning Officer.
 - c. Tax Certification form from the Tax Collector’s Office.
 - d. The 200 feet Certified List from the Tax Assessor’s Office.
 - e. A bifurcated “D” variance application shall be accompanied by a wetland delineation and report as well as appropriate application fees and escrows. If a concept plan or similar schematic plan also accompanies such bifurcated “D” variance application, a traffic analysis and report shall also be submitted with the application.
6. The applicant shall set forth the particular Section of N.J.S.A 40:55D-70 pursuant to which this application for a variance is made. (Please check applicable category):

 (a) Review of Order or Decision
 (b) Request for Interpretation
 (c1) Non-Use Variance (Hardship)
 (c2) Non-Use Variance (Flexible; Benefit vs. Detriment)
 (d) Use Variance (Special Reasons)
 (d1) A use or principal structure in a district restricted against such use or principal structure
 (d2) An expansion of a nonconforming use
 (d3) Deviation from a specification or standard pursuant to Section 54 of P.L. 1975, c. 291 (C.40:55D-67) pertaining solely to a conditional use



**RARITAN
TOWNSHIP**
New Jersey

- ____ (d4) An increase in the permitted density as defined in Section 3.1 of P.L. 1975, c. 291 (C.40:55D-4)
- ____ (d5) An increase in the permitted density as defined in Section 3.1 of P.L. 1975, c.291 (C:40:55D-4) except as applied to the required lot area for a lot or lots for detached one or two dwelling unit buildings which lot or lots are either an isolated undersized lot or lots resulting from a minor subdivision
- ____ (d6) A height of a principal structure which exceeds by 10 (ten) feet or 10 % of the maximum height permitted in the district for a principal structure
- ____ Direct issuance of a permit pursuant to Section C.40:55D-34 of the Municipal Land Use Law for a building or structure in the bed of a mapped street or public drainage way, flood control basin or public area reserved pursuant to Section C.40:55D-32 of the Municipal Land Use Law.
- ____ Direct issuance of a permit pursuant to Section C.40:55D-36 of the Municipal Land Use Law for a building or structure not related to a street.



7. The following affidavit must be completed and notarized.

AFFIDAVIT OF APPLICANT

State of New Jersey :

ss.

County of _____:

_____ of full age, being duly sworn according to law on oath
deposes and says that all of the above statements and the statements contained in the
papers submitted herewith are true.

Applicant

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

A Notary Public of the State of
New Jersey



8. The following affidavit must be completed and notarized:

AFFIDAVIT OF OWNERSHIP

State of New Jersey:

County of _____:

_____ of full age, being duly sworn according to law on oath deposes and says, that deponent resides at _____, in the County of _____ and the State of _____ that they are the owner in fee of all that certain lot, piece or parcel of land situated, lying and being the Township of Raritan aforesaid and known and designated as Block _____ and Lot _____.

Owner's Signature

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

A Notary Public of the State of N.J.



9. The following authorization should only be completed when the applicant is not the owner of the property affected by this appeal.

AUTHORIZATION

To the Planning Board/Zoning Board of Adjustment,

_____ is hereby authorized to make the within
(Name of Applicant)
application on my property.

Dated:

Owner's Signature



AFFIDAVIT OF SERVICE

State of New Jersey :
SS.

County of _____

I, _____, of full age, being duly sworn to law, on his/her oath. Deposits and says that I did on _____, 20____, at least ten (10) days prior to the hearing date, give notice, to all property owners within 200 feet of the property affected by the application filed with the Planning Board/Board of Adjustment of Raritan Township by _____ and the utilities registered with Raritan Township.

Notice was published in the official newspaper of the municipality as required by law.

(Applicant's Signature)

Sworn and subscribed to
Before me on this _____, 20____

Request for Taxpayer Identification Number and Certification

Give form to the
 requester. Do not
 send to the IRS.

Print or type See Specific Instructions on page 2.	Name	
	Business name, if different from above	
	Check appropriate box: <input type="checkbox"/> Individual/ Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Other ▶ <input type="checkbox"/> Exempt from backup withholding	
	Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
	City, state, and ZIP code	
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 2. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 2.

Social security number										
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Note: If the account is in more than one name, see the chart on page 2 for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 2.)

Sign Here	Signature of U.S. person ▶	Date ▶
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Purpose of Form

A person who is required to file an information return with the IRS must get your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to give your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee.

If you are a foreign person, use the appropriate Form W-8. See Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*.

Note: If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 30% of such payments after December 31, 2001 (29% after December 31, 2003). This is called "backup withholding." Payments that may be subject to backup withholding include interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will **not** be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester, or
2. You do not certify your TIN when required (see the Part II instructions on page 2 for details), or
3. The IRS tells the requester that you furnished an incorrect TIN, or
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the instructions on page 2 and the separate **Instructions for the Requester of Form W-9**.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of Federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name. If you are an individual, you must generally enter the name shown on your social security card. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first and then circle the name of the person or entity whose number you enter in Part I of the form.

Sole proprietor. Enter your individual name as shown on your social security card on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name" line.

Limited liability company (LLC). If you are a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Treasury regulations section 301.7701-3, enter the owner's name on the "Name" line. Enter the LLC's name on the "Business name" line.

Other entities. Enter your business name as shown on required Federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name" line.

Exempt from backup withholding. If you are exempt, enter your name as described above, then check the "Exempt from backup withholding" box in the line following the business name, sign and date the form.

Individuals (including sole proprietors) are not exempt from backup withholding. Corporations are exempt from backup withholding for certain payments, such as interest and dividends. For more information on exempt payees, see the Instructions for the Requester of Form W-9.

If you are a nonresident alien or a foreign entity not subject to backup withholding, give the requester the appropriate completed Form W-8.

Note: If you are exempt from backup withholding, you should still complete this form to avoid possible erroneous backup withholding.

Part I—Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box.

If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see **How to get a TIN** below.

If you are a **sole proprietor** and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are an LLC that is **disregarded as an entity** separate from its owner (see **Limited liability company (LLC)** above), and are owned by an individual, enter your SSN (or "pre-LLC" EIN, if desired). If the owner of a disregarded LLC is a corporation, partnership, etc., enter the owner's EIN.

Note: See the chart on this page for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local Social Security Administration office. Get Form W-7,

Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can get Forms W-7 and SS-4 from the IRS by calling 1-800-TAX-FORM (1-800-829-3676) or from the IRS Web Site at www.irs.gov.

If you are asked to complete Form W-9 but do not have a TIN, write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Writing "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded domestic entity that has a foreign owner must use the appropriate Form W-8.

Part II—Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 3, and 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). Exempt recipients, see **Exempt from backup withholding** above.

Signature requirements. Complete the certification as indicated in 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA or Archer MSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to give your correct TIN to persons who must file information returns with the IRS to report interest, dividends, and certain other income paid to you, mortgage interest you paid, the acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA or Archer MSA. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation, and to cities, states, and the District of Columbia to carry out their tax laws.

You must provide your TIN whether or not you are required to file a tax return. Payers must generally withhold 30% of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to a payer. Certain penalties may also apply.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor ²
4. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee ¹
b. So-called trust account that is not a legal or valid trust under state law	The actual owner ¹
5. Sole proprietorship	The owner ³
For this type of account:	Give name and EIN of:
6. Sole proprietorship	The owner ³
7. A valid trust, estate, or pension trust	Legal entity ⁴
8. Corporate	The corporation
9. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
10. Partnership	The partnership
11. A broker or registered nominee	The broker or nominee
12. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name, but you may also enter your business or "DBA" name. You may use either your SSN or EIN (if you have one).

⁴ List first and circle the name of the legal trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.)

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.



Raritan Township - Instructions Regarding Public Notice

Pursuant to the Municipal Land Use Law, N.J.S.A. 40:55D-12, and Article IV of the Raritan Township Land Development Code Book, public notice must be provided for any application involving one or more of the following: extension of site plan or subdivision approval for five or more years; modification or elimination of a significant condition or conditions in a memorializing resolution in any situation wherein the original application required public notice, and for any application for development, including variances and conditional use approvals, except the following: conforming minor site plan and minor subdivision applications; appeals from actions/inactions of the Zoning Officer; and requests for interpretation of the zoning ordinance or official map.

The notice must contain the following: the name of the applicable board (Raritan Township Planning Board or Raritan Township Zoning Board of Adjustment); the date, time and place of the public hearing; the street address of the property proposed for development, if the property has a street address, or the property's lot and block numbers as shown on the Raritan Township tax maps; a description of the nature of the matters to be considered, including the type(s) of relief being requested; and the location and times at which the application, maps and documents for which approval is sought can be inspected by the public. **It is very important that the notice describe in as much detail as possible what is being proposed, and that it identify all known variances, exceptions (sometimes called waivers), or other types of relief being sought, so that interested parties can make an informed decision as to whether to seek more information and/or attend the public hearing on the application.**

The Planning/Zoning Department will deem the application complete and schedule the application.

Notice must be provided at least 10 days prior to the date of the public hearing by:

- Publication once in Township's official newspaper (for either Courier News, Star Ledger, or Hunterdon County Democrat) This shall be 10 days prior to the scheduled meeting date.
- Please have the notice typed for the clearest legibility for others to read.
- Hand-delivery or certified mail to all owners of property within 200 feet of the property that is the subject of the application, including property owners in any abutting municipality if the property in question is located within 200 feet of any of the Township's boundary lines.
- Affidavit of service is required for all certified mail sent to the above list. This shall be notarized.
- Once the notice is published in the newspaper, an affidavit of publication is required and shall be notarized by the company.
- Certified mail receipts from the 200' list shall be submitted to the Planning/Zoning Department at least 2 days prior to the meeting. (The smaller, square, green, and white receipt.)

Failure to provide notice at least 10 days prior to the hearing and in accordance with the above requirements will deprive the Board of the ability to hear the application. All applicants are required to file with the Board Administrative Secretary an affidavit of service and proof of publication demonstrating that all of the notice requirements have been met.

A suggested form of notice is attached for the applicant's convenience.

RARITAN TOWNSHIP BOARD OF ADJUSTMENT

NOTICE OF PUBLIC HEARING

TO WHOM IT MAY CONCERN;

In compliance with the New Jersey Municipal Land Use Law, the General Ordinances of the Township of Raritan and the Rules and Regulations of the Raritan Township Board of Adjustment;

PLEASE TAKE NOTICE that on Thursday, _____, 2023 at 7:00 p.m. in Room 160 (Committee / Court Meeting Room) at the Raritan Township Municipal Building, 1 Municipal Drive (Dvoor Circle), Raritan Township, Flemington, New Jersey, the Raritan Township Board of Adjustment will hold a public hearing on the application of the undersigned, at which time and place all interested persons will be given an opportunity to be heard either in person or with an option to be heard electronically in the manner described below.

The premises in question is located in the _____ zone, tax map block(s) _____ lot(s)_____, located at _____ in the Township of Raritan, Hunterdon County, New Jersey.

The applicant is seeking a variance or exception to the Raritan Township Zoning Ordinance so as to permit _____

_____.

Specific relief is requested from Section(s) _____ of the Zoning Ordinance.

The applicant reserves the right to supplement this application and/or seek at the time of hearing such other approvals, interpretations, variances and/or waivers as may be requested or required by the applicant or the Board.

A copy of said application and documents are on file in the Planning and Zoning Office for all interested parties prior to said hearing. Please contact the Board Secretary at 908-806-6102 to arrange accommodations for viewing these files.

THE MEETING WILL BE OFFERED IN PERSON WITH AN OPTION TO PARTICIPATE VIRTUALLY FOR ALL BOARD MEMBERS, INTERESTED PARTIES AND MEMBERS OF THE PUBLIC. TO ATTEND THIS MEETING VIRTUALLY, ENTER THE FOLLOWING LINK ON YOUR COMPUTER OR PERSONAL DEVICE:

<https://us02web.zoom.us/j/2953351895>

Meeting ID: 295 335 1895

IF YOU DO NOT HAVE ACCESS TO A PHONE OR COMPUTER WITH A CAMERA, YOU MAY CALL INTO THE MEETING FOR AUDIO ONLY AT +1 929 205 6099 US (New York), ENTER CONFERENCE ID: 295 335 1895

Date: _____

Typed Name(s) and Signature of Applicant(s)

Mailing Address of Applicant