

**PLOT PLAN OR VARIANCE PLAN
BOROUGH OF SEA BRIGHT PLANNING/ZONING BOARD**

Application No. _____ Date _____
Application Name CHRIS & LAUREN KELLY
Application Address 15 BEACH STREET
Property Address SAME Block 11 Lot 8

CHECKLIST

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

To be completed by Applicant (C=complete, N=Not complete, NA=not-applicable)

- C 1. 17 copies of Zoning Permit Denial
- C 2. 17 copies of completed application and check list, signed, dated, and notarized, **plus one marked "FOR PUBLIC INSPECTION"**
- C 3. 17 sets of plot plan or variance plan signed, dated, and notarized, also **Show Base Flood Elevation, plus one marked "FOR PUBLIC INSPECTION"**
- C 4. 17 copies of Survey (unless Variance Plan states that it is based upon the survey). Must indicate mean high waterline, if pertinent to application
- C 5. 17 (sets of) Photographs of property/dwelling as it currently exists (ON PLAN)
- C 6. Description of proposed operation (No. 15 in first part of application)
- C 7. Request for any variances (under No. 11 in first part of application)
- C 8. Certificate of owner authorizing submission (after No. 26 in first part of application)
- C 9. Required application fees/check made payable to Borough of Sea Bright
- C 10. Required escrow fees/check made payable to Borough of Sea Bright
- C 11. Completed W-9 Form
- _____ 12. Certification that taxes and sewer utility charges are paid to date
- _____ 13. Completed Notice of Hearing
- C 14. Certified list of property owners within 200 feet

TO BE PROVIDED
CLOSE TO DATE
OF MEETING.

The following requirements must also be met before an application may be heard:

- _____ 15. Affidavit of Mailing and Service for Public Notice (Provide 7 days prior to hearing.)
- _____ 16. Affidavit of Publication for Public Notice (Provide 7 days prior to hearing.)

If Applicable:

- _____ 17. Proof of Application to Monmouth County
- _____ 18. Proof of application to NJDOT
- _____ 19. Application for CAFRA
- _____ 20. Application for Floodplain Encroachment Permit
- _____ 21. Application for Stream Encroachment Permit

After the application is deemed complete the Board Secretary will provide you with a hearing date so that you may notice property owners.

Certified mail receipts are to be provided **at least 7 days prior to hearing date.**

I certify the above information is accurate and complete.

DATED: 5.14.24 NAME: KURT J. WIDMIG, AIA, INCORPORATED
LICENSE NO. AI-11708 SIGNATURE _____
SEAL: _____

CERTIFICATION

I certify that the foregoing statements and the materials submitted are true. I further certify that I am the individual applicant or that I am an Officer of the Corporate Application and that I am authorized to sign. (If the applicant is a corporation, this must be signed by an authorized corporate officer. If the applicant is a partnership, this must be signed by a general partner).

Sworn to and subscribed before me this 14 day of May, 2024.

A Notary Public of NJ Owner
My Commission Expires: Oct. 06, 2025

I understand that the sum of \$ 500⁰⁰ has been deposited in an escrow account (Builder's Trust Account). In accordance with the Ordinances of the Borough of SeaBright, I further understand that the escrow account is established to cover the cost of professional services including engineering, planning, legal and other expenses associated with the review of submitted materials.

Sums not utilized in the review process shall be returned. If additional sums are deemed necessary, I understand that I will be notified of the required amount and shall add that sum to the escrow account within fifteen (15) days.

Date: 5-14-24 Applicant: [Signature] KRT LTD INC

[Signature]
FERNANDA A. CAMARGOS
NOTARY PUBLIC OF NEW JERSEY
ID # 2453710
My commission Expires Oct. 06, 2025