

Tenafly B.O.A.

APPLICATION TO THE TENAFLY BOARD OF ADJUSTMENT

APPLICATION #ZB2020 - 26 APPLICATION DATE: \_\_\_\_\_

(All sections of this form must be fully completed by the applicant or the applicant's designated representative - please type or neatly print all information.)

Property Street Address: 16 Oak Ave.

Block: 708 Lot: 2 Zone: R-9 Historic Property:  YES  NO

Current Use: Single family

Proposed Use: Single family

Applicant(s): Ian and Tova Kaufman Phone: 917-821-6005

Address: 16 Oak Ave. Email: Ian.Kaufman4@gmail.com

Applicant is the:  Owner  Contract Purchaser  Other: \_\_\_\_\_

Property Owner, if different from applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Briefly describe what variance(s) or action is being requested by making this application:  
Variance from Article: 35 Sections: 801.4b  
to construct a 3 Season Room Addition  
+ Patio. 25% Max Lot Coverage - 29.2% Proposed,  
37.5% FAR - 38.5% Proposed, 45% Impervious Cov. - 51.5% Proposed

Have there been prior Zoning Board or Planning Board applications involving this property?  
 YES  NO. If yes, please specify the date(s) and type of approval or action requested:

The variance or action requested above was:  GRANTED  DENIED

Are there any easements or deed restrictions affecting this property?  YES  NO

If so, please explain and attach copies: \_\_\_\_\_

Tenail, K/A

Insert Zone Requirements page

Township BOA

*if a question below does not apply to the type of variance or action being requested, please write N/A for "Not Applicable".*

Please check the kind of determination or variance you seek:

- N/A (a) A determination that the Zoning Officer did not correctly apply the Ordinance
- N/A (b) An interpretation of the Zoning Code or map
- N/A (c) A dimensional variance for a structure, surface pavement or required parking other than listed under (d) below.

(d)  A use variance

An expansion of a non-conforming use

A deviation from a requirement which relates solely to a conditional use. [N.J. Statute 40 55D-67.]

An increase in FAR

Other: Lot Coverage, Impervious Coverage

N/A (e) Permission to build on a lot which does not abut on an improved street [N.J. Statute 40.55D-35.]

*(Additional pages may be attached if more space is required to answer any of the following questions. Please be sure to reference the question number(s) being answered.)*

1. If your application is the kind described in (a) or (b) above, please explain.

2. If your application is the kind described in (c) or (e) above, do you claim that strict application of the Code would result in peculiar and exceptional practical difficulties to you, or exceptional and undue hardship on you, because of:

- i) exceptional narrowness, shallowness or shape of lot?  YES  NO
- or ii) exceptional topographical conditions?  YES  NO
- or iii) an extraordinary and exceptional situation uniquely affecting your lot and the structure(s) thereon?  YES  NO

Treaty BGA

2a. If yes, please specify the exceptional condition and how it results in the difficulties or hardship you claim.

3. If you seek a dimensional or parking variance under (c) above, do you claim that the purposes of the Municipal Land Use Law (NJSA 40:55D-2) would be advanced by the deviation from the Code requirement?

YES  NO If yes, please explain:

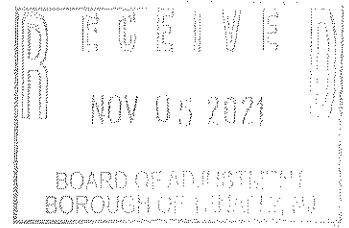
4. If you seek a variance under (d) above, NJSA 40:55D-70(d) requires proof of what is known in zoning law as "special reasons". In your case, do you claim that the land or building cannot be reasonably used by anyone for one of the uses permitted in the Zone District?

YES  NO If yes, please explain:

5. Do you claim that there is some reason why the land or building is specially suited for a use not permitted in the Zone District?

YES  NO If yes, please explain:

DEPARTMENT OF BUILDINGS  
ZONING OFFICE  
LETTER OF DENIAL  
BOROUGH OF TENAFLY



Date: 10/20/2021  
Re:Application#: 6827

To:  
IAN & TOVA KAUFMAN  
16 OAK AVE  
TENAFLY NJ 07670

Voucher/Receipt#	69179
Check #:	253
Amount collected	\$ 25.00

Your application for a permit to:

REPLACE SCREENED PORCH WITH A NEW AND LARGER THREE (3) SEASON ROOM AND PROPOSED PAVER PATIO.

on the property at 16 OAK AVE TENAFLY Block : 708 Lot : 2  
has been denied for noncompliance with provisions of Article (s) : 35 Sections :801.4b of the Municipal Zoning Ordinance for the following reasons:

**25% MAXIMUM LOT COVERAGE - 29.2% PROPOSED (27.5% EXISTING); 37.5% FAR PERMITTED - 38.5% PROPOSED; 45% (2237.4 SF) IMPERVIOUS COVERAGE PERMITTED - 51.5% (2558.8 SF) PROPOSED (2389.6 SF EXISTING)**

Information on procedures for an appeal of this decision to the Board of Adjustment can be obtained from the Secretary of the Board of Adjustment. It should be noted that under State Statute, notice of appeal of this decision must be filed with this office not later than (20) days from the date of this notice. You can also file for a variance to the board of Adjustment and can obtain from the Secretary of the Board of Adjustment the required forms .

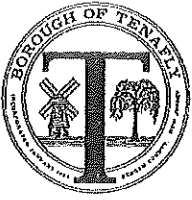
The permit which you submitted has been placed in the inactive files in the Department of Buildings, Zoning Office. Please contact this office to reactivate this permit.

Denied by:

  
Robert E. Byrnes, Sr.

Zoning Official

CC: Secretary, Board of Adjustment  
Permit  
Letter  
Robert E. Byrnes, Sr., Zoning Official



# Borough of Tenafly

100 RIVEREDGE ROAD  
TENAFLY, NEW JERSEY 07670  
(201) 568-6100

OFFICE OF THE  
ASSESSOR

November 8, 2021

Ian & Tova Kaufman  
16 Oak Avenue  
Tenafly, NJ 07670

RE: Block: 708 Lot: 2  
16 Oak Avenue, Tenafly

Dear Ian & Tova Kaufman:

This is to certify that the attached is a list of Property Owners from the current Tax Duplicate of the Borough of Tenafly whose property is located within a radius of two hundred (200) feet of the subject property known as Block 708 Lot 2, also known as 16 Oak Avenue, in the Borough of Tenafly.

No Utilities are registered with the Borough for notification.

Notification must also be given to the following:

Bergen County Department of Planning  
& Economic Development Review

Two Bergen County Plaza, 1<sup>st</sup> floor  
Hackensack, NJ 07601

  
Jeffrey Statham, CTA

Attachment: 2 pages  
JS:sp

OWNER & ADDRESS REPORT

TENAFLY

11/05/21 Page 1 of 2

200 FOOT VARIANCE LIST BLOCK 708 LOT 2 16 OAK AVENUE, TENAFLY

BLOCK	LOT	QUAL	CLA	PROPERTY OWNER	PROPERTY LOCATION	Add'l Lots
604	12		15C	BOROUGH OF TENAFLY 100 RIVEREDGE RD TENAFLY, NJ 07670	OAK & WINDSOR	
607	8		15C	BOROUGH OF TENAFLY 100 RIVEREDGE RD TENAFLY, NJ 07670	IVY LN & WILKINS PL	
707	16		2	FLORIO, PASQUALE J & JUDITH A 11 OAK AVE TENAFLY, NJ 07670	11 OAK AVE	
707	17		2	BENSIRA, YARIV 17 OAK AVE TENAFLY, NJ 07670	17 OAK AVE	
707	18		2	VERDOT 21 OAK LLC 21 OAK AVE TENAFLY, NJ 07670	21 OAK AVE	
707	19		2	TIERNEY, PETER & ELIZABETH, TRSTEEES 25 OAK AVE TENAFLY, NJ 07670	25 OAK AVE	
708	1		2	GRUNES, ROBERT L & ELEONORA G 18 OAK AVE TENAFLY, NJ 07670	18 OAK AVE	
708	2		2	KAUFMAN, IAN S & TOVA B 16 OAK AVE TENAFLY, NJ 07670	16 OAK AVE	
708	3		2	O'ROURKE, DANIEL & CAITLIN 14 OAK AVE TENAFLY, NJ 07670	14 OAK AVE	
708	4		2	TASCA, PHILIP 12 OAK AVE TENAFLY, NJ 07670	12 OAK AVE	
708	5		2	USHAK, ZENON M & DARIA A 25 HODSKIN PL TENAFLY, NJ 07670	25 HODSKIN PL	
708	6		2	TAO, RAN & XIONGJUN ZHENG 21 HODSKIN PL TENAFLY, NJ 07670	21 HODSKIN PL	
708	7		2	WITZIG, FRED & JANE L 9 W IVY LN TENAFLY, NJ 07670	9 IVY LN	
708	9		2	RUSO, BARRY 12 WILKINS PL TENAFLY, NJ 07670	12 WILKINS PL	
708	10		2	SIA, ROQUE M JR & ADELIA A 22 WILKINS PL TENAFLY, NJ 07670	22 WILKINS PL	
708	11		2	PALAKUDY, KURUVILLA M & ALICE K 18 WILKINS PL TENAFLY, NJ 07670	18 WILKINS PL	
709	1		2	MOSCHOLEAS, DIMITRIOS & FLOGAITES, K 10 OAK AVE TENAFLY, NJ 07670	10 OAK AVE	
709	2		2	RYAN, ROBERT & LAURA 8 OAK AVE TENAFLY, NJ 07670	8 OAK AVE	
709	11		2	WATTS, PHILIP & ALICIA C NASHEL 16 HODSKIN PL TENAFLY, NJ 07670	16 HODSKIN PL	

OWNER & ADDRESS REPORT

TENAFLY

200 FOOT VARIANCE LIST BLOCK 708 LOT 2 16 OAK AVENUE, TENAFLY

11/05/21 Page 2 of 2

BLOCK	LOT	QUAL	CLA	PROPERTY OWNER	PROPERTY LOCATION	Add'l Lots
709	12		2	WHITE, RICHARD P(PATRICK)&PATRICIA 20 HODSKIN PL TENAFLY, NJ 07670	20 HODSKIN PL	
709	13		2	PERRA, WAYNE A 28 HODSKIN PL TENAFLY, NJ 07670	28 HODSKIN PL	



**CHECKLIST FOR  
DETERMINING COMPLETENESS OF APPLICATIONS TO THE  
BOARD OF ADJUSTMENT  
BOROUGH OF TENAFLY, NEW JERSEY  
SUBSECTION 35-706b.5**

**CHECKLIST No. 5 – APPEALS, INTERPRETATIONS, C and D VARIANCES**

Applications filed with the Board of Adjustment pursuant N.J.S.A. 40:55D-70 and 40:55D-76 shall not be deemed complete until all materials and information specified below have been submitted to the designated Administrative Officer unless, upon receipt of a written request from the applicant, a specific requirement is waived by the municipal agency. All requests for waivers shall accompany the application and shall be granted or denied within 45 days of receipt of said application.

Applicant's Name   Ian Kaufman    
P.Q. Street Address   16 Oak Ave    
Block   708   Lot   2   Zone   R-9  

<b>OFFICIAL USE</b>	
Application No.: _____	Date Filed: _____

**REQUIRED DATA AND INFORMATION**

[C: Complete; I: Incomplete; NA: Not Applicable; WR: Waiver Requested; A: Approved; D: Denied]

<b>GENERAL INFORMATION – ALL APPLICATION TYPES:</b> <i>Unless otherwise noted, one original and thirteen copies of each must be submitted.</i>	C	I	NA	WR	A	D	COMMENTS
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- |   |     |     |     |     |     |     |  |
|---|-----|-----|-----|-----|-----|-----|--|
| a. Official Board of Adjustment application form, properly completed  | [ ] | [ ] | [ ] | [ ] | [ ] | [ ] |  |
| b. Affidavit of ownership and/or owner's agreement to application and/or statement of applicant's interest in subject property                          | [X] | [ ] | [ ] | [ ] | [ ] | [ ] |  |
| c. Original signed and notarized affidavit of service to property owners within 200' or original post office certified mailing receipt for each address | [ ] | [X] | [ ] | [ ] | [ ] | [ ] |  |
| d. Certified list of property owners within 200' of subject property, from Borough Assessor   | [X] | [X] | [ ] | [ ] | [ ] | [ ] |  |

## CHECKLIST #5 - REQUIRED DATA AND INFORMATION *(continued)*

<b>GENERAL INFORMATION:</b>	C	I	N/A	WR	A	D	COMMENTS
e. One copy of proof that public notice was published in the designated official newspaper at least 10 days prior to the hearing date.	[ ]	[ <input checked="" type="checkbox"/> ]	[ ]	[ ]	[ ]	[ ]	
f. One copy of Borough Tax Collector's certification as to taxes due.	[ ]	[ <input checked="" type="checkbox"/> ]	[ ]	[ ]	[ ]	[ ]	
g. One copy of receipts indicating all application and escrow fees have been paid.	[ ]	[ <input checked="" type="checkbox"/> ]	[ ]	[ ]	[ ]	[ ]	
h. Copies of all prior Board decisions, actions, resolutions, etc. relative to the subject property.	[ ]	[ <input checked="" type="checkbox"/> ]	[ ]	[ ]	[ ]	[ ]	
i. Signed letter of denial of zoning permit or zoning officer's written determination regarding a proposed use, a proposed development or aspect of the subject property.	[ <input checked="" type="checkbox"/> ]	[ ]	[ ]	[ ]	[ ]	[ ]	
j. Copies of all site, building and/or accessory structure design documents (with same issue dates as those submitted for zoning review) for which the letter of zoning denial was issued.	[ <input checked="" type="checkbox"/> ]	[ ]	[ ]	[ ]	[ ]	[ ]	
k. Copies of any N.J.D.E.P. applications, letters of exemptions and/or letters of interpretation made relative to the subject property.	[ ]	[ <input checked="" type="checkbox"/> ]	[ ]	[ ]	[ ]	[ ]	

<b>DEVELOPMENT SPECIFIC DATA &amp; INFORMATION:</b>	C	I	N/A	WR	A	D	COMMENTS
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*For applications pursuant to N.J.S.A. 40:55D-70, paragraph c or d, requiring Subdivision and/or Site Plan approval: All data & information required by the purpose designated Checklist #1 through #4 in Article 35-706b, shall be provided* [ ] [  ] [ ] [ ] [ ] [ ] [ ]

*For applications pursuant to N.J.S.A. 40:55D-70, a, b, c or d not requiring Subdivision or Site Plan approval: All data & information listed in SCHEDULE 5A, applicable to the Board of Adjustment action being requested* [ ] [  ] [ ] [ ] [ ] [ ] [ ]

**CHECKLIST #5 - REQUIRED DATA AND INFORMATION** *(continued)*

**SCHEDULE 5A**

*Drawing Requirements: One original and thirteen copies of each of the following documents shall be submitted, containing the minimum information listed for each document required*

1. Survey	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Site Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Architectural Drawings	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>1. SURVEY:</b>	<b>C</b>	<b>I</b>	<b>N/A</b>	<b>WR</b>	<b>A</b>	<b>D</b>	<b>COMMENTS:</b>
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- a. Survey shall be clearly and legibly drawn to scale, not smaller than 1 inch equals 30 feet
- b. Drawing size: 8.5"x 11"min. to 24" x 36"max. (minimum size needed for legibility and required content)
- c. North arrow
- d. Original and latest-revision dates
- e. Surveyor's signature and raised seal.
- f. Name of property owner & applicant
- g. Street address and Tax Map block & lot numbers per Assessor's record
- h. Lot area with mete.: & bounds description of lot.
- i. Property lines with coordinates and lengths
- j. Named streets with R.O.W. widths
- k. Easements labeled with type, dimensions & dedicated owner
- l. Location & names of all waterways
- m. Existing topographic contours not greater than 2' intervals
- n. All existing site development including buildings, structures, equipment, driveways, parking areas, pavement and site features
- o. Existing grade elevations at corners of existing and proposed structures.
- p. Existing first floor & highest roof elevations
- q. Critical dimensions of all existing buildings, structures, equipment, driveways, parking areas, pavement and/or site features to property lines.

# CHECKLIST #5 - REQUIRED DATA AND INFORMATION *(continued)*

2. SITE PLAN:	C	I	N/A	WR	A	D	COMMENTS
a. Scale of drawing, in written & graphic forms, not less than 1 inch equals 30 feet, clearly and legibly drawn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Drawing size: 8.5"x 11" min. to 24" x 36" max. (minimum size needed for legibility and required content)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. North arrow	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d. Original and latest-revision dates	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
e. Design professional's signature & raised seal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
f. Name of applicant and property owner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
g. Tax Map Block & Lot numbers and zone district of property	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
h. Street address & zone district	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
i. Lot area	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
j. Metes and bounds description of lot.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
k. Property boundaries with coordinates and lengths	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
l. Named streets with R.O.W. widths	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
m. Easements with dimensions and name of easement owner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
n. Location & name of all waterways, dimensioned from center line to nearest proposed development	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
o. Existing & proposed topographic contours not greater than 2' intervals	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
p. Existing & proposed lot development including buildings, structures, equipment, driveways, parking areas, pavement and site features (all existing development to be removed also indicated)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
q. Existing & proposed grade elevations at corners of existing and proposed structures.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
r. Average grade calculation showing existing, proposed and allowable corner grades.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
s. Proposed first floor and highest roof elevations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

## CHECKLIST #5 - REQUIRED DATA AND INFORMATION *(continued)*

<b>2. SITE PLAN:</b>	<b>C</b>	<b>I</b>	<b>N/A</b>	<b>WR</b>	<b>A</b>	<b>D</b>	<b>COMMENTS</b>
t. Dimensions of all proposed buildings, structures, equipment, driveways, parking areas, pavement and/or site features with critical dimensions to property lines	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
u. Limits of lot area to be disturbed located with areas of natural grade having slopes > 15% to 25% & >25% separately indicated	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
v. Table of site development zoning compliance including, zone district, lot area, lot frontage & width; lot & yard coverage; building setbacks & height – provided in required, existing & proposed categories	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
w. Graphic designation of required yards	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
x. Heights of all existing & proposed retaining walls, with top & bottom elevations relative to grade	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
y. Details of proposed stanchions, fences, light posts, signs and similar site features	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
z. Location of proposed HVAC, electrical generator and/or pool equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
aa. Proposed screening, landscaping and/or buffers as required by code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
bb. All components of proposed storm drainage system; piped and/or surface	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
cc. Names of all property owners within 200 feet of subject property	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
dd. Key map showing location of subject property in relation to surrounding lots & streets within 200'; all blocks, lots and streets labeled	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ee. Graphic indication of principal and accessory structures on all contiguous lots	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<b>3. ARCHITECTURAL DRAWINGS:</b>	<b>C</b>	<b>I</b>	<b>N/A</b>	<b>WR</b>	<b>A</b>	<b>D</b>	<b>COMMENTS</b>
a. Drawing size: 8.5"x 11' min. to 24" x 36" max. (minimum size necessary for legibility and required content)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Drawing scale indicated in both written & graphic forms, not less than 1/8 inch equals one foot, clearly and legibly drawn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**CHECKLIST #5 - REQUIRED DATA AND INFORMATION** *(continued)*

3. ARCHITECTURAL DRAWINGS:	C	I	N/A	WR	A	D	COMMENTS
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- c. Title block containing name of applicant & property owner, street address, block & lot numbers, name of preparer, date prepared & date of last amendment  [ ] [ ] [ ] [ ] [ ] [ ] [ ]
- d. Design professional's signature & raised seal  [ ] [ ] [ ] [ ] [ ] [ ] [ ]
- e. Table of bulk zoning compliance including, zone district, lot size, lot coverage, setbacks, number of stories, building height relative to average grade & FAR – provided in required, existing & proposed categories  [ ] [ ] [ ] [ ] [ ] [ ] [ ]
- f. Tabulation of existing and proposed areas of for all floors, decks and/or patios; at each level of building or structure, measured at outside perimeter, including attic areas 6' and higher, as applicable to Lot Coverage & FAR  [ ] [ ] [ ] [ ] [ ] [ ] [ ]
- g. Existing and proposed floor plans (may be combined) for all floors or levels of building structures, with all rooms & spaces labeled per use and all exterior walls dimensioned  [ ] [ ] [ ] [ ] [ ] [ ] [ ]
- h. Existing and proposed elevation drawings (may be combined) for all building facades or structures with first floor to highest roof dimension indicated  [ ] [ ] [ ] [ ] [ ] [ ] [ ]
- i. Building sections & component details as required to demonstrate zoning compliance  [ ] [ ] [ ] [ ] [ ] [ ] [ ]