

**ATLANTIC HIGHLANDS PLANNING BOARD  
APPLICATION FOR VARIANCE**

1. I/we Urban Mane, LLC, the applicant(s) herein, whose mailing address is 41 Ditmar Blvd Whitehouse Station NJ

and whose phone number is 732 261 6583 am/are the owner/contractor of property located at 44-48 First Ave Atlantic Highlands NJ 07716

also designated as Block 97 Lot(s) 17 on the Tax Map of the Borough of Atlantic Highlands.

2. The Property is in the HBD Zone, it has street frontage of \_\_\_\_\_ feet and an average depth of \_\_\_\_\_ feet and an area of \_\_\_\_\_ square feet.

3. The proposed percentage of lot coverage by both the existing structure and proposed additions will be \_\_\_\_\_.

4. The following structures, buildings and/or uses are located on the property:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Application is hereby made for a variance to:

allow my personal service business (hair salon)  
to open in the HBD

6. The reason for this request and the grounds urged for the relief are as follows:

I have already signed a lease and have invested  
a substantial amount of money into this  
business.

7. The section(s) of the Borough Zoning Ordinance upon which this application is based is: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

8. Property Tax & Water Bills have been paid through the \_\_\_\_\_ quarter of 20\_\_\_\_.

9. Has the property been separated from a larger tract of land? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, when? \_\_\_\_\_

Has the Planning Board approved the subdivision Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, when? \_\_\_\_\_

10. If there has been any previous appeal or application to the Planning Board involving the premises, state:

Date of Filing: \_\_\_\_\_

Character of Appeal \_\_\_\_\_

Disposition: \_\_\_\_\_

I/We the undersigned, certify that of all of the statements contained herein are true and correct to the best of my/our knowledge, information and belief.

M. V. Valeri  
Applicant Signature

Jan 22, 2020  
Date

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

**Location sketch shall include the exact location of the property in question, giving the tax map lot and block numbers, the name of the street, the approximate distance to the nearest cross street and the direction of North. For a variance from the required minimum area or setbacks, the sketch should locate the buildings on the property. Show any other particulars that you would consider important for the Board to render its decision.**

I, Michael Valeriani am looking to lease the property at 44-48 First Avenue Atlantic Highlands NJ for the sole purpose of a hair studio under the name of Urban Mane, LLC.

The services I will be offering include the following.

Hair cutting, hair styling, hair coloring for both woman and men.

I will be operating an 8 station salon. I currently have employed, myself and 3 other stylists with the intent to grow my business and team.

The operating hours of the salon are as followed.

Sunday- closed  
Monday- closed  
Tuesday- 9-7  
Wednesday- 1-9  
Thursday- 10-9  
Friday- 10-6  
Saturday- 9-3

As like myself and my team, I look forward for my clientele to enjoy the amenities and other services First Avenue has to offer!

Thank you,

Michael Valeriani

Planning Board  
Borough of Atlantic Highlands

My name is Michael Valeriani and I am seeking a use variance for my new Hair Studio in the Historic Business District. I have been in the hair industry for 8 years and have accomplished more than I could have ever imagined. I have achieved every milestone I can under the leadership of someone else so now I feel it is time to take the next step and own my own salon. I feel this new build in Atlantic Highlands would be the ideal placement for me to begin that dream. Atlantic Highlands has a small town feel and I would be honored to be part of this community.

Maintaining small town character is an important part of the community of Atlantic Highlands and I plan to uphold that. Although my business is considered personal services; my Hair Studio will be upscale and held to the highest standards. As a potential small business owner I have already begun to seek services from other small local businesses. I am a true believer of local businesses supporting other local businesses.

I am currently employed at a salon nearby which I have been at for the duration of my career. Several of my colleagues have already agreed to join me on this journey and are just as excited about it as I am. We have no reason to doubt that a majority of our clientele will follow us to the new establishment. I already plan on hiring several new employees and as my business grows I will be providing employment opportunities for even more members of the community.

It was not always apparent to me that styling hair was going to be my passion in life. Now that I know that, nothing would mean more to me than to build and run a successful hair salon on my own. I will put every effort I can into making this a successful business which I can run for many years to come.

A handwritten signature in cursive script, appearing to read "M. Valeriani".

Michael Valeriani  
Urban Mane, LLC

## ***URBAN MANE, LLC***

January 27, 2020

VIA E-MAIL ([planningboard@ahnj.com](mailto:planningboard@ahnj.com))

Christine Burke, Planning Board Secretary  
Borough of Atlantic Highlands  
100 First Ave.  
Atlantic Highlands, NJ 07716

**Re: Urban Mane, LLC  
Proposed Hair Salon  
44-48 First Avenue  
Atlantic Highlands, NJ  
Block 97, Lot 17**

Dear Ms. Burke:

With regard to the above matter, I would ask that you please note the following:

1. Under separate cover, I submitted application materials in the hope of obtaining zoning relief to operate a hair salon (personal service use) at the 44-48 First Avenue, Atlantic Highlands, NJ site.
2. As indicated, there is an existing building on the property.
3. I am not proposing any exterior modifications or new construction in connection with the existing building.
4. As such, I am requesting a waiver of Site Plan submission requirements.

I would therefore ask that you please process the Application and schedule the public hearing as quickly as possible.

Very truly yours,



Michael Valeriani

**CAMPAIGN CONTRIBUTION DISCLOSURE STATEMENT PROVIDED PURSUANT TO  
SECTION 9-3.2k, OF THE REVISED GENERAL ORDINANCES OF  
THE BOROUGH OF ATLANTIC HIGHLANDS**

COUNTY OF MONMOUTH :

: SS

STATE OF NEW JERSEY :

I, Michael Valeriani, of URBAN MADE, LLC  
whose address is 44-48 First Ave Atlantic Highlands NJ

being of full age certify as follows:

1. I have not knowingly made any campaign contribution to or on behalf of any candidate, candidate committee, joint candidate's committee, political committee, continuing political committee or political party committee of, or pertaining to, the Borough of Atlantic Highlands, within one year prior to filing the variance application and/or during the pendency of the application process for a variance, and that I have not otherwise violated Chapter 9-3 of the General Ordinances of the Borough of Atlantic Highlands hereof.
2. I understand that I have a continuing duty to report immediately to the Borough of Atlantic Highlands any campaign contributions made in violation of Section 9-3 of the General Ordinances of the Borough of Atlantic Highlands.

I certify that the foregoing statements made by me are true. I understand that if any of the statements made by me are willfully false, I am subject to punishment.

Dated: Jan 22, 2020 Signed: M. Valeriani

I certify that on this 22 day of Jan, 2020, the subscriber,  
Michael Valeriani, personally appeared who I am satisfied is the person  
named herein and who executed the within instrument and thereupon she/he  
acknowledges that she/he signed, sealed and delivered as her/his act and deed, for the  
uses and purposes therein expressed.

Michelle Clark

Notary Seal

My Commission expires on

MICHELLE CLARK  
NOTARY PUBLIC OF NEW JERSEY  
ID #2368901  
My Commission Expires Jan. 22, 2023

Jan 22, 2023.

***All developers, associates of developers and development professionals who apply for or provide testimony, plans or reports in support of a variance as listed below, and who have an enforceable proprietary interest in the property or development which is the subject of an application or whose fee in whole or in part, is contingent upon the outcome of the application, are required to provide this Contribution Disclosure Statement which shall be included as an element of the "Applicant Checklist" submitted with an application for variance pursuant to N.J.S.A. 40:55D-70(d) as well as for relief pursuant to N.J.S.A. 40:55-D-70(c) or N.J.S.A. 40:55D-51 in applications for site plan and subdivision approval not considered to be minor site plans or minor subdivisions pursuant to the Ordinances of the Borough of Atlantic Highlands. This requirement is pursuant to Section 9-3.2k, of the Revised General Ordinances of the Borough of Atlantic Highlands.***

**BOROUGH OF ATLANTIC HIGHLANDS**  
**DEVELOPMENT PLAN CHECKLIST**

DATE: Jan 22 2020

PROJECT NAME: URman name, LLC

OWNER: Michael Valeriani

ENGINEER/DESIGNER: \_\_\_\_\_

PERSON COMPLETING THIS FORM: Michael Valeriani

RELATIONSHIP TO OWNER: \_\_\_\_\_

LOCATION OF SITE: BLOCK 97 LOT 17

STREET ADDRESS 44-48 first ave Atlantic Highlands NJ

THIS FORM MUST BE COMPLETED AND RETURNED TO THE BOARD SECRETARY WITH THE SITE PLAN, SUBDIVISION OR VARIANCE APPLICATION WHEN FILED. ALL OF THE FOLLOWING ITEMS MUST BE SHOWN ON THE SUBMITTED PLANS OR ATTACHED THERETO OR FILED FOR THE APPLICATION TO BE CONSIDERED FOR COMPLETENESS REVIEW.

If a waiver is requested from any of the following items, the items should be checked where provided and an explanation of the reasons for the waiver explained under Section U

**A. FILING DATA**

**MINOR, PRELIMINARY & FINAL PLAN APPLICATION**

**TO BE CHECKED**  
**BY APPLICANT**

**DO NOT USE**  
**OFFICE USE ONLY**

**WAIVER**

✓

1. 18 Paper copies of plans and specifications

✓

2. 18 Copies of completed application

✓

3. Zoning Officer's written review

WAIVER YES NO

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Development Plan Checklist

Page | 2

TO BE CHECKED  
BY APPLICANT

DO NOT USE  
OFFICE USE ONLY

WAIVER			WAIVER	YES	NO
_____	_____	4. Soil removal permit signed by Borough Engineer	_____	_____	_____
_____	✓	5. Certification by Tax Collector that all taxes and water/sewer bills are paid – including current taxes and assessments for local improvements	_____	_____	_____
_____	✓	6. Applicable filing fees	_____	_____	_____
_____	_____	7. Three copies of performance guarantee Approved by the Borough Attorney and Borough Engineer, and cash portion of performance guarantee	_____	_____	_____
_____	_____	8. Staging Plan, if applicable	_____	_____	_____
_____	_____	9. Letters from each utility stating that they will provide service to the proposed facility	_____	_____	_____
_____	_____	10. Any resubmission must conform to items 1 & 2 inclusive, and item 8	_____	_____	_____
_____	_____	11. Current letter from Borough Engineer certifying that he has assigned block and lot numbers	_____	_____	_____
_____	_____	12. Deeds of easement, right of way, drainage, sewer, sight, open space, etc., approved by Borough Attorney and Borough Engineer	_____	_____	_____
_____	_____	13. Disclosure of 10% ownership interest of corporation or partnership which is 10% owner of applying corporation or partnership	_____	_____	_____
_____	_____	14. Prior to final submission, a list of proposed Street names must be submitted to the Board Secretary	_____	_____	_____
_____	_____	15. Corporate Resolution authorizing officers to act, if applicant is corporation	_____	_____	_____

TO BE CHECKED  
BY APPLICANT

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WAIVER YES NO

- |       |       |   |       |       |       |
|-------|-------|---|-------|-------|-------|
| _____ | _____ | 16. Fees and application for Monmouth County Planning Board, if applicable  | _____ | _____ | _____ |
| _____ | _____ | 17. All plats must have the correct and only the correct signature blocks. Applicant and owner shall sign appropriate signature blocks in black ink   | _____ | _____ | _____ |
| _____ | _____ | 18. For all applications having a public hearing, an Affidavit of notice must be filed prior to placing on the agenda for the public hearing together with a copy of the certified mail receipts obtained when the notices were mailed, the certified mail return receipts, and an affidavit of publication from an official newspaper of the borough. Notices must be as provided by law | _____ | _____ | _____ |

VARIANCE APPLICATIONS (See Addendum on last page)

- |            |       |   |       |       |       |
|------------|-------|---|-------|-------|-------|
| ✓<br>_____ | _____ | 1. 18 copies of request for variance, outlining the proposed variance from zoning requirement   | _____ | _____ | _____ |
| ✓<br>_____ | _____ | 2. 18 copies of drawings unless variance is part of site plan or subdivision application, in which case site plan or subdivision plans suffice  | _____ | _____ | _____ |
| ✓<br>_____ | _____ | 3. Certified list of property owners, certified mail return receipts of notices, affidavit of publication in official newspaper filed prior to placing on the agenda for the public hearing | _____ | _____ | _____ |



TO BE CHECKED  
BY APPLICANT

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WAIVER

WAIVER YES NO

**B. ADMINISTRATIVE DATA**

_____	✓	1. Title of project set forth on application	_____	_____	_____
_____	✓	2. Names, address of owner and name, address and phone number of applicant and relationship to owner	_____	_____	_____
_____	_____	3. Owner's signed certificate of concurrence with Plan: "I hereby certify that I am the owner of record of the plan herein depicted and that I concur with the plan"	_____	_____	_____
_____	_____	4. Name and license number of site planner or professional engineer with documents sealed with raised seal	_____	_____	_____
_____	_____	5. Date and revision dates of drawings	_____	_____	_____
_____	_____	6. Scale and graphic scale, not smaller than 1"=50' and not larger than 1"=10' except where authorized by Borough Engineer	_____	_____	_____
_____	_____	7. North arrow	_____	_____	_____
_____	_____	8. Key map, not smaller than 1" = 2,000' showing location in the Borough	_____	_____	_____
_____	_____	9. <u>Schedule</u>	_____	_____	_____
_____	_____	a. Total area of site in acres and square feet	_____	_____	_____
_____	_____	b. Total building area in square feet and % lot coverage	_____	_____	_____
_____	_____	c. Total landscape area in square feet and % lot coverage	_____	_____	_____
_____	_____	d. Total area of driveways, access roads, walkways, in square feet and % of lot	_____	_____	_____

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WAIVER YES NO

_____	_____	coverage	_____	_____	_____
_____	_____	e. Total parking area (including drive aisles) in square feet and % of lot coverage	_____	_____	_____
_____	_____	f. Number of parking stalls, and stall dimensions	_____	_____	_____
_____	_____	g. Number of employees, total and maximum in one shift	_____	_____	_____
_____	_____	h. Ratio of parking to building size of occupancy or both depending on use	_____	_____	_____
_____	_____	i. Total impervious coverage	_____	_____	_____
_____	_____	10. Existing and proposed streets, with dimensions and typical section	_____	_____	_____
_____	_____	11. All property line dimensions, directions, calculated areas, setback lines and lot numbers	_____	_____	_____
_____	_____	12. Existing zoning and zone boundaries and contiguous land zoning within 200'	_____	_____	_____
_____	_____	13. Names of all adjacent property owners within 200' radius with lot and block numbers	_____	_____	_____
_____	_____	14. Tax map sheet, block and lot numbers	_____	_____	_____

**C. SURVEY**

_____	_____	1. Prepared by a New Jersey Licensed surveyor survey not more than five (5) years old, showing existing and proposed monuments	_____	_____	_____
_____	_____	2. Location of existing rock outcrops, high points, water courses, depressions, ponds, marshes, trees with a diameter of four (4) inches or more as measured three (3) feet above the base of the trunk, and other significant existing features including previous flood elevations or water-	_____	_____	_____

TO BE CHECKED  
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WAIVER YES NO

courses, ponds and marsh areas, as determined  
by survey

- \_\_\_\_\_ ☒ 3. All existing and proposed lot lines. All setback lines with dimensions. Existing and proposed lot and block numbers as assigned by the Borough Engineer \_\_\_\_\_

**D. TOPOGRAPHY:**

- \_\_\_\_\_ 1. Present and proposed grades based on NJ Geodetic Control Survey Datum, as required by ordinance. \_\_\_\_\_
- \_\_\_\_\_ 2. Bench mark indicated on plan \_\_\_\_\_
- \_\_\_\_\_ 3. Significant existing features: ponds, views, wooded areas, floodplains, etc \_\_\_\_\_
- \_\_\_\_\_ 4. First floor elevations of all proposed buildings \_\_\_\_\_
- \_\_\_\_\_ 5. Existing contours with intervals of one (1) foot where slopes are three percent (3%) or less, two (2) feet where slopes are more than three percent (3%) but less than fifteen percent (15%) and five (5) feet when fifteen percent (15%) or more, referred to a datum as provided by the Borough Engineer to be indicated by a dashed line. Where any changes in contours are proposed, finished grades should be shown as solid lines \_\_\_\_\_
- \_\_\_\_\_ 6. Limits of cut and fill areas \_\_\_\_\_

**E. BUILDINGS AND STRUCTURES**

- \_\_\_\_\_ 1. Location of all existing and proposed structures and buildings and any other physical \_\_\_\_\_

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WAIVER YES NO

elements on and within 200' of site to remain  
or be removed

_____	_____	2.	Provision for refuse and garbage with details	_____	_____	_____
_____	_____	3.	Proposed use of all buildings and sections thereof	_____	_____	_____
_____	_____	4.	Location and description of all existing and Proposed signs	_____	_____	_____
_____	_____	5.	Loading areas, dimensioned	_____	_____	_____
_____	_____	6.	Elevations of the buildings and structures to ensure an architectural harmonious relationship to the community and community standards, and to ensure appropriateness of exterior material and trim	_____	_____	_____
_____	_____	7.	Soil Boring information and recommendation	_____	_____	_____
_____	_____	8.	Historic structures	_____	_____	_____
_____	_____	9.	For buildings of more than two (2) stories in height, a floor plan of each story, indicating all fire exits and accessways, as well as the proposed use of said stories	_____	_____	_____
_____	_____	10.	For garden apartments, a "typical" floor layout of each apartment type in the proposed buildings	_____	_____	_____
_____	_____	11.	For all apartments and for any building exceeding two (2) stores in height, proposed architectural elevations	_____	_____	_____
_____	_____	12.	For any building exceeding forty (40) feet in height, a sketch indicating graphically the locations of all existing buildings within two	_____	_____	_____

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WAIVER YES NO

hundred (200) feet and their height relative to the proposed buildings, as well as their highest elevation above the datum provided in compliance with D.5 above

**F. PARKING AREAS, TRAFFIC CONTROL, LIGHTING**

_____	_____	1.	Parking areas showings spaces and sizes	_____	_____	_____
_____	_____	2.	Driveways showing sizes, circulation, and traffic control signs. Fire lanes	_____	_____	_____
_____	_____	3.	Existing and proposed streets abutting the site showing rights of way and paved widths	_____	_____	_____
_____	_____	4.	Location and size of fire zones, loading zones	_____	_____	_____
_____	_____	5.	Sidewalks and other pedestrian ways. Handicapped ramps	_____	_____	_____
_____	_____	6.	Surface of parking area, slopes, and barriers	_____	_____	_____
_____	_____	7.	Curbing at ingress and egress and parking lot, showing radii and site triangle	_____	_____	_____
_____	_____	8.	Lighting standards and utility poles indicating size, height, type, construction, light fixtures and locations	_____	_____	_____
_____	_____	9.	Lighting plan indicating specific height, foot candles, and provisions for elimination of sky glow and glare, and angle of light spread	_____	_____	_____
_____	_____	10.	Analysis of parking, including trip generations of proposed development, volumes, numbers of employees and shifts. Expected truck traffic	_____	_____	_____
_____	_____	11.	Handicapped parking	_____	_____	_____

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WAIVER YES NO

\_\_\_\_\_ 12. Street light locations \_\_\_\_\_

**G. ROADS, DRIVEWAYS, WALKS, CURBS, WALKWAYS & FENCING:**

- |       |    |  |       |       |       |
|-------|----|--|-------|-------|-------|
| _____ | 1. | Location and dimensions of all items, this category on the site and with 100 feet  | _____ | _____ | _____ |
| _____ | 2. | Cross sections and profiles of all existing and proposed streets abutting the lots and within 250 feet   | _____ | _____ | _____ |
| _____ | 3. | Location, type and size of waste disposal system and sanitary sewer lines  | _____ | _____ | _____ |
| _____ | 4. | Location and type of utilities: electric, cable TV, gas, telephone, water. Underground lines, present and proposed connections or extensions                   | _____ | _____ | _____ |
| _____ | 5. | Show by means of contours and/or spot grades that lot drains adequately into existing waterways and storm drains with pipe sizes, grades and direction of flow | _____ | _____ | _____ |
| _____ | 6. | Location of all easements related to drainage, conservation and flood hazard areas   | _____ | _____ | _____ |
| _____ | 7. | Storm drainage calculations 100 year storm certified by a professional engineer  | _____ | _____ | _____ |
| _____ | 8. | Signed contract for water and letters of of service from other utilities   | _____ | _____ | _____ |
| _____ | 9. | Location profiles and cross-sections of all water courses and drainage facilities within 300' of limits of development. Flood hazard Boundaries                | _____ | _____ | _____ |

**TO BE CHECKED  
BY APPLICANT****DO NOT USE  
OFFICE USE ONLY****WAIVER****WAIVER YES NO**

- |                   |                   |  |   |                   |                   |                   |
|-------------------|-------------------|--|---|-------------------|-------------------|-------------------|
| <u>          </u> | <u>          </u> |  | 10. Provision for storm water detention basins where required, including details of detention basins calculations in proper form for review | <u>          </u> | <u>          </u> | <u>          </u> |
| <u>          </u> | <u>          </u> |  | 11. Stream cross-sections   | <u>          </u> | <u>          </u> | <u>          </u> |

**H. SIGNS:**

- |                   |                   |  |   |                   |                   |                   |
|-------------------|-------------------|--|---|-------------------|-------------------|-------------------|
| <u>          </u> | <u>          </u> |  | 1. Location, size, color, wording, letter size, illumination, materials of construction | <u>          </u> | <u>          </u> | <u>          </u> |
|-------------------|-------------------|--|---|-------------------|-------------------|-------------------|

**I. LANDSCAPING:**

- |                   |                   |  |  |                   |                   |                   |
|-------------------|-------------------|--|--|-------------------|-------------------|-------------------|
| <u>          </u> | <u>          </u> |  | 1. Total square feet of landscaping  | <u>          </u> | <u>          </u> | <u>          </u> |
| <u>          </u> | <u>          </u> |  | 2. Landscaping within the parking areas  | <u>          </u> | <u>          </u> | <u>          </u> |
| <u>          </u> | <u>          </u> |  | 3. Buffer areas including location of landscape screen and fencing                               | <u>          </u> | <u>          </u> | <u>          </u> |
| <u>          </u> | <u>          </u> |  | 4. All areas landscaped: planting plan with size, species and spacing of proposed plant material | <u>          </u> | <u>          </u> | <u>          </u> |
| <u>          </u> | <u>          </u> |  | 5. Existing trees over 6" in diameter  | <u>          </u> | <u>          </u> | <u>          </u> |
| <u>          </u> | <u>          </u> |  | 6. Proposed location, proposed species, quantity, and spacing of trees to be planted             | <u>          </u> | <u>          </u> | <u>          </u> |

**J. FIRE PREVENTION:**

- |                   |                   |  |                                    |                   |                   |                   |
|-------------------|-------------------|--|------------------------------------|-------------------|-------------------|-------------------|
| <u>          </u> | <u>          </u> |  | 1. Fire protection systems         | <u>          </u> | <u>          </u> | <u>          </u> |
| <u>          </u> | <u>          </u> |  | 2. Hydrants, existing and proposed | <u>          </u> | <u>          </u> | <u>          </u> |

TO BE CHECKED  
BY APPLICANTDO NOT USE  
OFFICE USE ONLY

## WAIVER

WAIVER YES NO

- |          |  |       |       |       |
|----------|--|-------|-------|-------|
| K.       | Copy of any covenants or deed restrictions   | _____ | _____ | _____ |
| L.       | Soil Erosion and Sediment Control Plan and Soil Conservation District Approval (if project involves the disturbance of more than 5,000 square feet of land area) | _____ | _____ | _____ |
| M.       | Location of any construction access roads  | _____ | _____ | _____ |
| N.       | Applicant for a project located within a Flood Hazard Area to apply for approval in conformance with the "90 Day Construction Permit Act"                        | _____ | _____ | _____ |
| O.       | County Planning Board Review and Approval  | _____ | _____ | _____ |
| P.       | State Ingress and Egress Approval  | _____ | _____ | _____ |
| Q.       | State DEPE-CAFRA Approval  | _____ | _____ | _____ |
| R.       | Army Corps of Engineer Permit Approval   | _____ | _____ | _____ |
| S.       | Letter from Atlantic Highlands Regional Sewerage Authority indicating receipt of application   | _____ | _____ | _____ |
| _____ T. | NJDEPE Freshwater Wetlands Letter of Interpretation or Letter of Exemption. Please indicate type of letter submitted   | _____ | _____ | _____ |
| _____ a. | Presence or absence determination (Type I)   |       |       |       |
| _____ b. | Footprint of disturbance presence or absence determination (Type II)   |       |       |       |
| _____ c. | Delineation of freshwater wetlands, State open waters and transition areas for property under one acre (Type III)  |       |       |       |
| _____ d. | Regulatory line verification by NJDEPE (Type IV, required if wetlands are present on the site)   |       |       |       |
| _____ e. | Letter of Exemption related to USACOE Nationwide Permit  |       |       |       |



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WAIVER YES NO

U. Waiver Required From:

Reason:

Waiver Required From:

Reason:

**ADDENDUM TO DEVELOPMENT PLAN CHECKLIST – SEPTEMBER 1998**  
**RE: VARIANCE APPLICATION IN STEEP SLOPE ZONE**

Any application for a Variance in the Steep Slope Zone, as defined by the Steep Slope Ordinance, is required to have Borough Engineer's review prior to being deemed complete by the Board for action.

If the application is incomplete in any of the above requirements, the documents will be returned to the developer and will not be accepted as a complete application.

**PLANNING BOARD  
BOROUGH OF ATLANTIC HIGHLANDS  
MONMOUTH COUNTY, NEW JERSEY**

**APPLICATION PACKET RECEIPT**

I, Michael \_\_\_\_\_, have received a complete packet of  
(print name)  
the necessary forms to make an application to the Atlantic Highlands Planning Board.

**Subject Property:**

M. Valeri  
44-48 First Ave

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

This receipt should be signed and given to the Board Secretary at the time of receipt of the Application Package.